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ABSTRACT

This compilation presents over 1,150 resumes of instructional materials in trade and industrial education, which have appeared quarterly in "Abstracts of Instructional Materials in Vocational and Technical Education" (AIM), Fall 1967 through Fall 1971. Resumes cover a broad range of fields and occupations, such as apprenticeships, building design and trades, cooks, cosmetology, industrial technology, and metalworking. The resumes are arranged in ascending order according to an accession number and include the following information: (1) author(s), (2) title, (3) institutional source, (4) sponsoring agency, (5) grant, contract, and program area numbers, (6) report and bureau numbers, (7) sources of availability, (8) descriptors and identifiers which characterize the contents of the document, and (9) an abstract of the document. Author, subject, and conversion of document number indexes are included to help locate the abstracts by page number and accession number. The full texts of documents are available from the original sources or from ERIC Document Reproduction Service (EDRS) as microfiche or xerox reproductions. A sample resume and ordering information for AIM and EDRS reproduction are provided in an introductory section. (SB)

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TRADE AND INDUSTRIAL EDUCATION

from AIM 1967-1971

VT015423

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The Center's mission is to strengthen the capacity of state educational systems to provide effective occupational education programs consistent with individual needs and manpower requirements by:

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- Programmatic focus on state leadership development, vocational teacher education, curriculum, vocational choice and adjustment.
- Stimulating and strengthening the capacity of other agencies and institutions to create durable solutions to significant problems.
- Providing a national information storage, retrieval and dissemination system for vocational and technical education through the affiliated ERIC Clearinghouse.

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TRADE AND INDUSTRIAL EDUCATION

INSTRUCTIONAL MATERIALS

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a compilation of abstracts from
ABSTRACTS OF INSTRUCTIONAL MATERIALS
IN VOCATIONAL AND TECHNICAL EDUCATION
1967 - 1971

The Center for Vocational and Technical Education
The Ohio State University
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1972

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A FINAL REPORT

ON A PROJECT CONDUCTED UNDER

Project No. 7-0158

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U.S. DEPARTMENT OF
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and Development

PREFACE

Finding and using relevant information frequently is a major task for curriculum specialists, teachers, administrators and students. The Center for Vocational and Technical Education is dedicated to make useful and vital information accessible so that educators may use it to improve school practices.

The Center has assembled, under one cover, instructional materials specific to the field of trade and industrial education. These items, in the form of abstracts, are selections from Abstracts of Instructional Materials in Vocational and Technical Education (AIM). Since 1967, The Center has presented AIM quarterly, in the form of collections of abstracts of documents from all areas of vocational and technical education.

Other publications in the series, of which this is a part, include compilations of abstracts of instructional materials for agricultural education, business and office education, distributive education, health occupations education, home economics education, and industrial arts education. Compilations of instructional materials on any topic from the AIM document collection now are feasible and plans are being developed for possible future publication on such topics as occupational clusters, educational levels, and special problem areas.

Members of the profession are encouraged to forward instructional materials for possible inclusion in future issues of AIM to the Acquisitions Specialist at The Center. We are indebted to our colleagues in trade and industrial education for providing us instructional materials for past issues of AIM. We also appreciate the contributions of instructional materials laboratories, local school systems and professional associations such as the Vocational Instructional Materials (VIM) section of the American Vocational Association.

We hope that this publication will prove valuable to you in your particular educational endeavors.

Robert E. Taylor
Director
The Center for Vocational and
Technical Education

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INTRODUCTION

Instructional materials for trade and industrial education that have appeared quarterly in Abstracts of Instructional Materials in Vocational and Technical Education (AIM) between the Fall 1967 and Fall 1971 issues are presented in this single volume for your convenience.

This compilation of abstracts of over 1,150 documents in your field includes such specific areas as: apprenticeships, barbers, building design and trades, cooks, cosmetologists, electronics, industrial technology, machinists, metalworking and welders.

The indexes help you to locate the abstracts by page numbers and VT numbers. Index terms used in the subject index are ERIC descriptors. Each document has been assigned several of these descriptors; therefore, each document title appears in the subject index several times.

An abstract presents information about a document's content to help you to decide if you want to read the full text of the document. The abstract is part of the resume which provides information about the document, its source and availability. Abstracts are arranged in ascending VT-number order. A sample resume, following this Introduction, is explained in detail.

The full texts of documents are available from the original sources or from the ERIC Document Reproduction Service (EDRS) as microfiche or xerox reproductions. Ordering information for AIM and EDRS reproductions is provided in a following section.

SAMPLE RESUME

VT 013 122 ED 052 327

Richards, F.L.

Outlines of Courses in Ornamental Horticulture.

Pennsylvania State Univ., University Park.
Dept. of Agricultural Education.
Office of Education (DHEW), Washington, D.C.
Div. of Adult, and Vocational Research.

Teacher-Educ-Ser-v12-n1

Department of Agricultural Education, Pennsylvania State University, University Park, Pennsylvania 16802 ($1.00).

Pub Date - 71 56p.

DESCRIPTORS - *AGRICULTURAL EDUCATION; *CURRICULUM GUIDES; *ORNAMENTAL HORTICULTURE; HIGH SCHOOLS; *POST SECONDARY EDUCATION; LANDSCAPING; NURSERIES (HORTICULTURE); TURF MANAGEMENT; *TECHNICAL EDUCATION

ABSTRACT - Intended to suggest subject matter content of courses or programs in ornamental horticulture for high school and postsecondary vocational-technical programs, this curriculum guide was prepared by staff members of the Agricultural Education Department at the Pennsylvania State University, and tested in a workshop with vocational agriculture teachers. Contents are: (1) Outlines of Courses in Ornamental Horticulture, (2) Ornamental Horticulture Programs for Grades 10, 11, and 12, (3) Nursery Production . . . The content is presented in outline form under each topic, and is applicable to the United States and lower Canada. (GB)

Accession Number -- identification number sequentially assigned to reports as they are processed.

Author(s)

Report Number and Bureau Number would appear here.

Publication date and total number of printed pages.

Identifier, if any -- acronyms, geographical areas, organizations, tests (e.g. Binet), etc. Only major identifiers preceded by an asterisk are in the index.

Abstract -- a condensation of the report. When applicable, it includes the purpose, means of development, teacher competency, student requirements, and description of supplementary materials if available.

If ED is followed by numbers, item has been announced in Research in Education. If ED is not followed by numbers, the issue of RIE in which the abstract is scheduled to appear follows the ED prefix.

Title.

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Sponsoring agency--appears here when different from Institutional source.

Grant Number, Contract Number, and Program Area Number would appear here.

Available source(s) if known at time of printing. Cost is included.

Descriptors--subject terms assigned to characterize substantive contents. Only the major terms, those preceded by an asterisk, are printed in the index.

Abstractor's initials.

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Abstracts of Instructional Materials in Vocational and Technical Education (AIM), upon which this publication is based, may be ordered by subscription at $11.00 for one year, $18.00 for two years, or $27.00 for three years. Back orders are available beginning with the Fall 1968 issue. These back issues provide indexes to, and abstracts of, instructional materials for all of the occupational service areas.

Volume 5, Number 1 (1972) will announce instructional materials not covered by previous issues or in this publication.

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ABSTRACTS

VT 000 101
NITTOLI, ANTHONY A.; PENIATOWSKI, STEPHEN J.
CARPENTRY I, HOUSE FRAMING .

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW
BRUNSWICK, NEW JERSEY 08903 ($1.75).
PUB DATE - AUG66 198P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *CARPENTRY; HOUSING; HIGH SCHOOLS

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN A CARPENTRY COURSE DEVOTED TO HOUSE FRAMING. IT WAS DEVELOPED BY A LOCAL CARPENTRY INSTRUCTOR TO PROVIDE INFORMATION RELEVANT TO THE CONSTRUCTION OF A MODEL HOUSE BY HIGH SCHOOL STUDENTS. FIFTY-EIGHT LESSONS ARE PRESENTED UNDER THESE TOPICS: (1) SILL CONSTRUCTION, (2) GIRDERS AND COLUMNS, (3) HEADERS, JOISTS, AND BRIDGING, (4) FRAMING FLOOR OPENINGS, (5) SUB-FLOORING, (6) EXTERIOR WALL FRAMING, (7) INTERIOR PARTITIONS, (8) CEILING JOISTS AND ROOF CONSTRUCTION, (9) SPECIAL FRAMING PROBLEMS, AND (10) SAFETY. EACH LESSON GIVES AN OBJECTIVE, TECHNICAL INFORMATION, ILLUSTRATIONS, AN ASSIGNMENT, AND STUDY QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 1 YEAR. STUDENTS SHOULD BE MALE HIGH SCHOOL STUDENTS. THE DOCUMENT IS PROFUSELY ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS, A BIBLIOGRAPHY, ACHIEVEMENT EXAMINATIONS, AND NINE TECHNICAL CHARTS. (EM)

VT 000 220
WEST, ERNEST E.
SUPERVISED STUDY GUIDE IN AUTO UPHOLSTERY AND TRIM.

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TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712.
PUB DATE - SEP65 140P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTOMOBILE UPHOLSTERERS; *MOTOR VEHICLES; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION; INDIVIDUAL INSTRUCTION

ABSTRACT - THE RELATED INSTRUCTION MATERIALS IN THIS STUDY GUIDE WERE DEVELOPED FOR USE BY GRADE 11 AND GRADE 12 STUDENTS IN 2-YEAR COOPERATIVE TRAINING PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. IT WAS ORGANIZED BY A TRADE INSTRUCTOR IN A SPECIAL WORKSHOP UNDER THE DIRECTION OF A TRAINING SPECIALIST AND A REVIEWING COMMITTEE. SOME OF THE UNITS ARE--(1) SEWING MACHINE AND OTHER TOOLS AND EQUIPMENT, (2) UPHOLSTERY MATERIALS, (3) HEADLINING, (4) DOOR PANELS, (5) REAR QUARTER PANELS, (6) SEAT COVERS, (7) RE-UPHOLSTERY, (8) PATTERN CUTTING, (9) CONVERTIBLE TOPS, AND (10) BOAT CUSHIONS AND OUTDOOR FURNITURE. ASSIGNMENT SHEETS PRESENT THE LESSON SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. INFORMATION SHEETS CONTAIN MATERIALS WHICH ARE NOT AVAILABLE OR NOT SUITABLY PRESENTED IN THE REFERENCE BOOKS. STUDY IS TO BE SUPERVISED BY A RELATED SUBJECTS TEACHER OR TEACHER-COORDINATOR. A PROGRESS RECORD IS PROVIDED FOR USE BY TEACHER AND STUDENT IN CHECKING PROGRESS OF PLANNED WORK EXPERIENCES AND RELATED TECHNICAL STUDY. THE BIBLIOGRAPHY CONTAINS REQUIRED AND SUPPLEMENTARY REFERENCE BOOKS. THE STUDY GUIDE AND UNIT TESTS (VT 000 222) ARE AVAILABLE FOR $4.00 PER SET. AN ANSWER BOOK (VT 000 221) FOR WRITTEN ASSIGNMENTS AND UNIT TESTS ARE AVAILABLE AT $1.50 EACH. (HC)

VT 000 223
SUPERVISED STUDY GUIDE IN FURNITURE FINISHING.

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TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712.
PUB DATE - SEP61 68P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FURNITURE FINISHERS; *HOME FURNISHINGS; GRADE 11; GRADE 12

ABSTRACT - THIS SUPERVISED STUDY GUIDE IS FOR USE BY JUNIOR OR SENIOR STUDENTS TRAINING FOR ENTRY LEVEL FINISHING JOBS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE AT THE STATE LEVEL. ASSIGNMENT SHEETS COVER (1) ORIENTATION AND INTRODUCTION TO FURNITURE FINISHING, (2) PAINTS, (3) ENAMEL, (4) STAIN, (5) FILLER, (6) LACQUER, (7) SPIRIT VARNISHES, (8) OIL VARNISHES, (9) REPAIR OF FURNITURE, (10) METAL FINISHING, (11) REFINISH OF FURNITURE, (12) BLEACH, AND (13) RUBBING AND POLISHING. ASSIGNMENT SHEETS GIVE SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. THE MATERIAL IS TO BE USED BY PART-TIME EMPLOYED STUDENTS FOR 2 YEARS OR 360 HOURS OF DIRECTED STUDY. THE INSTRUCTOR SHOULD BE A QUALIFIED COORDINATOR. SUPPLEMENTARY MATERIALS INCLUDE JOB AND CLASS PROGRESS RECORD FORMS AND A SHORT BIBLIOGRAPHY OF REQUIRED AND SUPPLEMENTARY REFERENCES. BOTH THIS GUIDE AND "UNIT TESTS FOR SUPERVISED STUDY GUIDE IN FURNITURE FINISHING" (VT 000 224) ARE AVAILABLE FOR $4.00. "ANSWER BOOK FOR SUPERVISED STUDY GUIDE IN FURNITURE FINISHING" (VT 000 225) ALSO INCLUDES ANSWERS FOR VT 000 224 AND COSTS $1.95. (EM)

VT 000 226
DALRYMPLE, L.T., AND OTHERS
SUPERVISED STUDY GUIDE, SMALL GASOLINE ENGINE REPAIR.

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TEXAS STATE DEPT. OF EDUCATION, AUSTIN.

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INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.15).
PUB DATE - JUL65 117P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SMALL ENGINE MECHANICS; *ENGINES; HIGH SCHOOLS; STUDENT RECORDS; *COOPERATIVE EDUCATION; INDIVIDUAL INSTRUCTION

ABSTRACT - INFORMATION AND ASSIGNMENT SHEETS ARE USED IN THIS GUIDE TO DIRECT INDIVIDUAL STUDENT STUDY IN COOPERATIVE EDUCATION PROGRAMS. THE GUIDE WAS DEVELOPED BY THREE COORDINATORS AND AN ADVISORY COMMITTEE. THE UNITS OF INSTRUCTION ARE TITLED: (1) INTERNAL COMBUSTION RECIPROCATING ENGINES, (2) SHOP SAFETY AND PRECAUTIONS, (3) HAND TOOLS, (4) TYPES OF ENGINES, (5) BASIC ENGINE PARTS, (6) LUBRICATION, (7) COOLING, (8) IGNITION, (9) FUEL SYSTEMS, (10) ENGINE ACCESSORIES, (11) SERVICING, (12) TROUBLE SHOOTING, (13) ROUTINE CARE, MAINTENANCE, STORAGE, (14) ENGINES IN USE, (15) OUTBOARD MOTOR FUNDAMENTALS, (16) DRIVE-UNIT FUNDAMENTALS, (17) GENERAL MAINTENANCE, AND (18) SERVICE FUNDAMENTALS. ASSIGNMENT SHEETS IN EACH UNIT PROVIDE LESSON SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND STUDY QUESTIONS. INFORMATION SHEETS ARE USED FOR MATERIAL WHICH IS NOT AVAILABLE OR WHICH IS NOT SUITABLY PRESENTED IN THE REFERENCES. STUDY OF THIS MATERIAL BY AREA VOCATIONAL OR TECHNICAL HIGH SCHOOL STUDENTS IS TO BE SUPERVISED BY A RELATED SUBJECTS TEACHER OR TEACHER-COORDINATOR. A PROGRESS RECORD IS PROVIDED FOR CHECKING THE STUDENT'S PROGRESS THROUGH A SERIES OF PLANNED WORK EXPERIENCES AND RELATED TECHNICAL STUDY OVER A 2-YEAR PERIOD. REQUIRED AND SUPPLEMENTARY REFERENCES ARE LISTED IN THE BIBLIOGRAPHY. UNIT TESTS (VT 000 228) ARE AVAILABLE. AN ANSWER BOOK (VT 000 227) CONTAINS ANSWERS TO THE STUDY GUIDE QUESTIONS AND THE UNIT TESTS. (HC)

VT 000 229
SUPERVISED STUDY GUIDE IN REFRIGERATION AND AIR CONDITIONING.

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TEXAS STATE DEPT. OF EDUCATION, AUSTIN. INDUSTRIAL EDUCATION DIV.
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PUB DATE - DEC64 124P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION; *REFRIGERATION MECHANICS; *AIR CONDITIONING; GRADE 11; GRADE 12; COOPERATIVE EDUCATION

ABSTRACT - THE RELATED TECHNICAL INFORMATION IN THIS GUIDE IS FOR USE BY JUNIOR AND SENIOR STUDENTS IN 2-YEAR COOPERATIVE TRAINING PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND A COMMITTEE AT THE STATE LEVEL. ASSIGNMENT SHEETS COVER (1) PRINCIPLES OF REFRIGERATION, (2) FUNDAMENTAL SERVICE OPERATION, (3) TEMPERATURE CONTROLS, (4) REFRIGERATOR CABINETS, (5) CONVENTIONAL SYSTEMS, (6) REFRIGERANT CONTROLS, (7) HERMETIC UNITS, (8) CHARGING REFRIGERATION UNITS, (9) MAJOR REPAIRS, (10) AUTOMATIC DEFROSTING SYSTEMS, (11) COMMERCIAL REFRIGERATION SERVICE, (12) COMMERCIAL REFRIGERATION INSTALLATION, (13) MULTIPLE INSTALLATIONS, (14) AIR CONDITIONING, (15) ABSORPTION SYSTEMS, AND (16) THE SERVICE SHOP. EACH SHEET GIVES SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCE AND QUESTIONS OR PROBLEMS. INFORMATION SHEETS CONTAIN MATERIAL NOT AVAILABLE OR NOT SUITABLY PRESENTED IN REFERENCES. A BIBLIOGRAPHY LISTS REQUIRED AND SUPPLEMENTARY REFERENCES AND FILMS. TESTS ARE AVAILABLE IN VT 000 230 WITH TEST ANSWERS IN VT 000 231. BOTH, WITH THE GUIDE, ARE AVAILABLE FOR $5.90 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (EM)

VT 000 232
SUPERVISED STUDY GUIDE, AUTO PARTSMAN.

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PUB DATE - APR64 130P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO PARTS MEN; MOTOR VEHICLES; *COOPERATIVE EDUCATION; HIGH SCHOOLS

ABSTRACT - THE RELATED TECHNICAL INFORMATION IN THIS STUDY GUIDE IS FOR USE BY STUDENTS IN COOPERATIVE TRAINING PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. IT WAS WRITTEN BY A TRAINING SPECIALIST AND REVIEWED BY A COMMITTEE OF TEACHERS. ASSIGNMENTS SHEETS COVER -- (1) STOCKROOM ORGANIZATION, (2) RECEIVING, (3) SHIPPING, (4) DISCOUNTS, (5) INVENTORY CONTROL, (6) SHIPPING REGULATIONS, (7) ROUTINE COUNTER SERVICE, (8) CATALOGS AND PRICING, (9) SALESMANSHIP, AND (10) EFFECTIVE DISPLAY. EACH SHEET PRESENTS SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCE, AND QUESTIONS. INFORMATION SHEETS COVER TOPICS NOT GIVEN IN REFERENCES. A PROGRESS RECORD FORM COORDINATES JOB AND CLASS EXPERIENCES. THE GUIDE IS PART-TIME SECONDARY OR ADULT STUDENT. A BIBLIOGRAPHY OF TEXTS AND OTHER REFERENCES IS INCLUDED. UNIT TESTS ARE AVAILABLE IN VT 000 234 AND TEXT AND ASSIGNMENT ANSWERS IN VT 000 233. BOTH, WITH THE GUIDE, ARE AVAILABLE FOR $3.75 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (EM)

VT 000 247
SELF, OSCAR A.
SUPERVISED STUDY GUIDE, APPLIANCE SERVICING.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS STATE DEPT. OF EDUCATION, AUSTIN. INDUSTRIAL EDUCATION DIV.

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PUB DATE - NOV65 168P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *HOUSEHOLD APPLIANCE SERVICEMEN; *HOUSEHOLD APPLIANCES; ELECTRICITY; HIGH SCHOOLS; *COOPERATIVE EDUCATION

ABSTRACT - THE RELATED TECHNICAL MATERIAL IN THIS GUIDE IS FOR USE, ON A SUPERVISED STUDY BASIS, BY JUNIOR OR SENIOR STUDENTS IN A COOPERATIVE TRAINING PROGRAM IN AN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOL. IT WAS DEVELOPED BY AN INSTRUCTOR IN A SPECIAL WORKSHOP UNDER THE DIRECTION OF A SPECIALIST AND AN ADVISORY COMMITTEE. INFORMATION AND ASSIGNMENT SHEETS COVER: (1) BASIC ELECTRICITY, (2) TOOLS, TESTING INSTRUMENTS, AND SHOP TECHNIQUE, (3) ELEMENTARY TROUBLESHOOTING, (4) HEATER-TYPE MINOR APPLIANCES, (5) FRACTIONAL HORSEPOWER MOTORS (6) MOTOR-OPERATED MINOR APPLIANCES, (7) HOUSE WIRING, (8) HEATER-TYPE APPLIANCES, (9) MOTOR-OPERATED MAJOR APPLIANCES, (10) GAS-FIRED APPLIANCES, AND (11) AIR CONDITIONING AND REFRIGERATION. EACH ASSIGNMENT PRESENTS SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. A PROGRESS FORM COORDINATES JOB AND CLASS EXPERIENCES. THE CONTENT WAS DESIGNED FOR 360 HOURS OF DIRECTED STUDY OR A 2-YEAR PART-TIME PROGRAM. A BIBLIOGRAPHY INCLUDES REQUIRED AND SUPPLEMENTAL REFERENCES. UNIT TESTS ARE AVAILABLE IN VT 000 249, AND ASSIGNMENT AND TEST ANSWERS IN VT 000 248. BOTH, WITH THE GUIDE, ARE AVAILABLE. (EM)

VT 000 250
STREATER, BILL
SUPERVISED STUDY GUIDE, AUTOMOBILE MECHANICS.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($5.00).
PUB DATE - DEC65 124P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; GRADE 11; GRADE 12; STUDENT RECORDS; INDIVIDUAL INSTRUCTION; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR INDIVIDUAL STUDENT USE IN COOPERATIVE TRAINING FOR JUNIORS AND SENIORS IN AUTOMOBILE MECHANICS PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE AT THE STATE LEVEL. THE CONTENT OBJECTIVE IS TO DEVELOP RELATED TECHNICAL KNOWLEDGE NECESSARY FOR AN ENTRY LEVEL AUTOMOBILE MECHANIC. THE UNITS ARE: (1) FUNDAMENTALS OF THE AUTOMOBILE, (2) GENERAL SAFETY AND PRECAUTIONS, (3) AUTOMOBILE ENGINES, (4) COOLING SYSTEM, (5) LUBRICATION SYSTEM, (6) FUEL SYSTEM, (7) IGNITION, (8) CLUTCHES, (9) TRANSMISSIONS, (10) REAR AXLES AND DIFFERENTIALS, (11) SUSPENSION AND STEERING, (12) BRAKES, (13) ELECTRICAL SYSTEM, AND (14) AIR CONDITIONING. THE ASSIGNMENT SHEETS WITHIN EACH UNIT GIVE THE AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 2 YEARS OR 360 DIRECTED STUDY HOURS. THE TEACHER SHOULD HAVE NORMAL EDUCATION FOR HIGH SCHOOL COORDINATORS. STUDENTS SHOULD BE EMPLOYED IN COOPERATIVE PROGRAMS. SUPPLEMENTARY MATERIALS INCLUDE A PROGRESS RECORD FOR RECORDING COMPLETED JOB EXPERIENCES AND RELATED STUDY TOPICS AND A BIBLIOGRAPHY OF STATE ADOPTED TEXTBOOKS. AN ANSWER BOOK (VT 000 251) IS AVAILABLE FOR THE STUDY GUIDE. THIS DOCUMENT IS AVAILABLE WITH "UNIT TESTS FOR SUPERVISED STUDY GUIDE IN AUTOMOBILE MECHANICS" (VT 000 252) FOR $5.00. (HC)

VT 000 253
ENDERBY, DAVID R.
SUPERVISED STUDY GUIDE, MACHINE SHOP.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($4.70).
PUB DATE - FEB66 167P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; GRADE 11; GRADE 12; STUDENT RECORDS; INDIVIDUAL INSTRUCTION; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR INDIVIDUAL STUDENT USE IN COOPERATIVE TRAINING FOR JUNIORS AND SENIORS IN MACHINE SHOP PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. THIS SECOND EDITION WAS DEVELOPED BY A MACHINE SHOP INSTRUCTOR AND AN ADVISORY COMMITTEE AT THE STATE LEVEL. THE CONTENT OBJECTIVE IS TO DEVELOP RELATED TECHNICAL KNOWLEDGE NECESSARY FOR ENTRY INTO THE TRADE AS A MACHINIST LEARNER. THE UNITS ARE (1) SAFETY, (2) MEASURING TOOLS, (3) BENCHWORK, (4) CUTTING FLUIDS, (5) METAL CUTTING, (6) GRINDING MACHINES, (7) DRILL PRESS, (8) LATHE, (9) SHAPER, (10) MILLING MACHINE, AND (11) NUMERICAL CONTROL. THE ASSIGNMENT SHEETS WITHIN EACH UNIT GIVE THE AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 2 YEARS OR 360 DIRECTED STUDY HOURS. THE TEACHER SHOULD HAVE NORMAL EDUCATION FOR HIGH SCHOOL COORDINATORS. STUDENTS SHOULD BE EMPLOYED IN COOPERATIVE PROGRAMS. SUPPLEMENTARY MATERIALS INCLUDE A PROGRESS RECORD FOR RECORDING COMPLETED JOB EXPERIENCES AND RELATED STUDY TOPICS AND A BIBLIOGRAPHY OF STATE-ADOPTED TEXTBOOKS AND REFERENCES. AN ANSWER BOOK (VT 000 254) IS AVAILABLE FOR THE STUDY GUIDE. THIS DOCUMENT IS AVAILABLE WITH "UNIT TESTS FOR SUPERVISED STUDY GUIDE IN MACHINE SHOP" (VT 000 255) FOR $4.70. (HC)

VT 000 265
SEYMOUR, A.T.
AUTOMOTIVE AIR CONDITIONING, A SUPERVISED STUDY GUIDE OF RELATED INFORMATION FOR THE AUTOMOTIVE AIR CONDITIONING SERVICEMAN.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.00).
PUB DATE - MAR66 110P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *AIR CONDITIONING; *MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN ADULT EXTENSION COURSES IN AUTOMOTIVE AIR CONDITIONING. IT WAS DEVELOPED BY AN INSTRUCTOR OF ADULT EXTENSION COURSES TO PROVIDE A COURSE CONCERNED WITH CORRECTION PROCEDURES AND SERVICE PROBLEMS. CONTENTS INCLUDE (1) GLOSSARY OF TERMS, (2) INFORMATION SHEETS, AND (3) ASSIGNMENT SHEETS. MAJOR UNITS ARE (1) HEAT AND MASS, (2) HEAT MEASUREMENT, (3) TEMPERATURE CONTROL WITH PRESSURE, (4) REFRIGERATION PRINCIPLES NOT NEW, (5) PROBLEMS IN TEMPERATURE CONTROL, (6) BASIC REFRIGERATION CIRCUIT, (7) THE RECEIVER DEHYDRATOR AND EXPANSION VALVE, (8) THE THERMOSTAT AND MAGNETIC CLUTCH, (9) BY-PASS SYSTEMS, AND (10) SUCTION THROTTLING REGULATORS. ASSIGNMENT SHEETS GIVE SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. THE TEACHER SHOULD BE A CRAFTSMAN IN THIS AREA. STUDENTS SHOULD BE EMPLOYED MECHANICS, APPRENTICES, OR VOCATIONAL STUDENTS. A MINIMUM OF 40 LABORATORY HOURS IS REQUIRED. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS. A COMPANION DOCUMENT, "AUTOMOTIVE AIR CONDITIONING SERVICE PROCEDURE MANUAL" (VT 000 266), IS ALSO AVAILABLE FOR $3.95. (EM)

VT 000 266
SEYMOUR, A.T.
AUTOMOTIVE AIR CONDITIONING SERVICE PROCEDURE MANUAL.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.95, QUANTITY PRICE AVAILABLE).
PUB DATE - JAN66 137P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *AIR CONDITIONING; ADULT VOCATIONAL EDUCATION; *MOTOR VEHICLES

ABSTRACT - THIS MANUAL IS FOR STUDENT USE IN LEARNING REPAIR PROCEDURES FOR AUTOMOTIVE AIR CONDITIONERS. IT WAS DEVELOPED BY AN ADULT EXTENSION INSTRUCTOR. THE CONTENTS LEAD THE STUDENT THROUGH THE DIAGNOSIS OF COMMON MALFUNCTIONS, TESTS, AND SERVICE OPERATIONS. MAJOR UNITS ARE (1) INTRODUCTION, WHICH INCLUDES HOW THE SYSTEM WORKS, TOOLS, AND TESTING, (2) DIAGNOSING THE SYSTEM, (3) TESTING THE SYSTEM, AND (4) PREPARING THE SYSTEM FOR SERVICE. THESE UNITS INCLUDE 34 LINE DRAWINGS. THIS MATERIAL REQUIRES A MINIMUM OF 21 HOURS IN AN INTRODUCTORY LABORATORY-TYPE CLASS AND CONSTANT USE AS A SHOP REFERENCE. THE TEACHER SHOULD BE A CRAFTSMAN IN THIS FIELD. STUDENTS SHOULD BE MECHANICS, APPRENTICES, OR VOCATIONAL STUDENTS. A TROUBLE CHECK GUIDE IN CHART FORM COVERS TROUBLE, CAUSE, INDICATIONS, AND REMEDY. A COMPANION DOCUMENT, "AUTOMOTIVE AIR CONDITIONING, A SUPERVISED STUDY GUIDE OF RELATED INFORMATION FOR AUTOMOTIVE AIR CONDITIONING SERVICEMEN" (VT 000 265) IS AVAILABLE FOR $3.00. (EM)

VT 000 267   ED 016 764
PARR, CADAR
STUDENT'S PERSONAL ADJUSTMENT TO WORK, SUGGESTED PLANS FOR GROUP DISCUSSIONS IN VOCATIONAL INDUSTRIAL EDUCATION. VOLUME I.

TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION.
PUB DATE - FEB63

DESCRIPTORS - COOPERATIVE EDUCATION; GRADE 11; GRADE 12; *GROUP DISCUSSION; PERSONAL ADJUSTMENT; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL ADJUSTMENT

ABSTRACT - VOCATIONAL TEACHERS MAY USE THIS GUIDE AS A SOURCE OF APPROPRIATE DISCUSSION TOPICS AND METHODS IN STUDENT DISCUSSIONS RELATIVE TO JOB ORIENTATION IN COOPERATIVE PART-TIME CLASSES. IT WAS DEVELOPED BY AN INSTRUCTOR-COORDINATOR AND AN ADVISORY COMMITTEE. TEXTUAL MATERIAL COVERS THE PURPOSE OF GROUP DISCUSSIONS, HOW TO PLAN A DISCUSSION, SUGGESTIONS ON LEADING A DISCUSSION, REMINDERS ON THE USE OF THE CHALKBOARD, DO'S AND DONT'S ON THE USE OF QUESTIONS, AND MASTER OUTLINE OF DISCUSSION TOPICS. NINETEEN LESSON GUIDES AND INFORMATION SHEETS COVER ACTUAL SUBJECTS FOR DISCUSSION--INTRODUCTION TO VOCATIONAL EDUCATION, SAFETY, VOCATIONAL GUIDANCE, AND JOB ATTITUDES AND RELATIONS. EACH LESSON GUIDE CONTAINS THE AIM, REFERENCE, MATERIALS OR AIDS, INTRODUCTORY INFORMATION, CORRELATED POINTS TO BE COVERED AND METHODS, GROUP PARTICIPATION, AND SUMMARIZATION. THE TEACHER OF THE 2-YEAR PROGRAM SHOULD BE A QUALIFIED COORDINATOR, AND STUDENTS SHOULD BE JUNIORS OR SENIORS. THIS GUIDE AND VOLUME II (VT 000 268) ARE AVAILABLE FOR $6.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (EM)

VT 000 268   ED 016 765
STUDENT'S PERSONAL ADJUSTMENT TO WORK, SUGGESTED PLANS FOR GROUP DISCUSSIONS IN VOCATIONAL INDUSTRIAL EDUCATION. VOLUME II.

TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL

EDUCATION.
PUB DATE - FEB63

DESCRIPTORS - BIBLIOGRAPHIES; COOPERATIVE EDUCATION; GRADE 11; GRADE 12; *GROUP DISCUSSION; INSTRUCTIONAL FILMS; PERSONAL ADJUSTMENT; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL ADJUSTMENT

ABSTRACT - VOCATIONAL TEACHERS CAN USE THIS STUDY GUIDE AS AN ORGANIZED PLAN OF DEVELOPING APPROPRIATE DISCUSSION TOPICS RELATIVE TO JOB ORIENTATION IN 2-YEAR PART-TIME CLASSES. IT WAS DEVELOPED BY AN INSTRUCTOR-COORDINATOR AND AN ADVISORY COMMITTEE. MAJOR DIVISIONS ARE (1) PERSONAL TRAITS, (2) MONEY AND BANKING, (3) SCHOOL RELATIONS, (4) CIVIC RESPONSIBILITIES, (5) RECORDS AND REPORTS, (6) APPLYING AND INTERVIEWING FOR JOBS, (7) FACTS ABOUT NARCOTICS, AND (8) PUBLIC RELATIONS. LESSONS WITHIN EACH SECTION INCLUDE TOPIC, AIM, REFERENCES, INTRODUCTORY INFORMATION, PROCEDURES, GROUP PARTICIPATION, TEACHING METHODS, AND A SUMMARY. INFORMATION SHEETS SUPPLEMENT OTHER REFERENCES. THE TEACHER SHOULD BE A QUALIFIED COORDINATOR, AND STUDENTS SHOULD BE JUNIORS OR SENIORS. A BIBLIOGRAPHY INCLUDES BOOKLETS, PAMPHLETS, BOOKS, AND 58 FILMS. THIS GUIDE AND A COMPANION VOLUME I (VT 000 267) ARE AVAILABLE FOR $6.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (EM)

VT 000 283
COCKRUM, JAMES L.
ELEMENTS OF WORK SIMPLIFICATION, CONFERENCE LEADER'S GUIDE.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.95).
PUB DATE - OCT62 236P.

DESCRIPTORS - *LEADERS GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WORK SIMPLIFICATION; ADULT VOCATIONAL EDUCATION; CONFERENCES

ABSTRACT - WORK SIMPLIFICATION MAY BE REFERRED TO AS "ORGANIZING COMMON SENSE TO FIND EASIER AND BETTER WAYS OF DOING WORK." THE GOAL SOUGHT IS INCREASED PRODUCTIVITY. THE GUIDE IS TO BE USED IN HELPING EMPLOYEES DEVELOP THE ABILITIES NEEDED TO STUDY AND IMPROVE INDIVIDUAL JOBS. THE MATERIALS WERE DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE. SECTION ONE DISCUSSES THREE PHASES THAT SHOULD BE PLANNED BEFORE A PROGRAM IS PUT INTO OPERATION. SECTION TWO CONTAINS COURSE OUTLINES FOR DIFFERENT CLASSIFICATIONS OF EMPLOYEES DEPENDING ON THE TYPE OF WORK THEY DO. SECTION THREE INCLUDES INDIVIDUAL PLANS FOR 12 TO 14 CONFERENCES OF 2 HOURS EACH WITH TEACHING-LEARNING ACTIVITIES BASED ON SEPARATE CHAPTERS OR PARTS OF CHAPTERS IN THE INFORMATION MANUAL, "ELEMENTS OF WORK SIMPLIFICATION," (VT 000 341). THE APPENDIX INCLUDES A BIBLIOGRAPHY, DIRECTORY OF MOTION PICTURE FILMS, AND A CHAPTER ON HOW MOTION PICTURE PHOTOGRAPHY SHOULD BE USED. THE GUIDE AND THE INFORMATION MANUAL ARE AVAILABLE. (PS)

VT 000 284 ED 021 023
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL, STATIC CONTROL SERIES. BASIC CONTROL FUNCTIONS, UNIT 9A.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($5.40).
PUB DATE - SEP64 238P.

DESCRIPTORS - *PROGRAMED TEXTS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *ELECTRONIC CONTROL; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS SELF-INSTRUCTIONAL PROGRAMED TEXT IS FOR INDIVIDUAL STUDENT USE IN STUDYING STATIC CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS AND HAS BEEN TESTED BY STUDENT USE. THE OBJECTIVE OF THE COURSE IS TO HELP THE ELECTRICAL-TECHNICIAN DEVELOP AN UNDERSTANDING OF STATIC CONTROL FUNCTIONS. THE MATERIAL IS DIVIDED INTO FUNDAMENTAL IDEAS AND LANGUAGE OF CONTROL FUNCTIONS, THE LOGIC OF CONTROL FUNCTIONS, AND STATIC CONTROL ELEMENTS. THE LESSONS WITHIN EACH SECTION PROVIDE THE LESSON SUBJECT, PURPOSE, INFORMATION, AND EXERCISES. THE MATERIAL IS PROGRAMED USING A FOUR-STEP LESSON PLAN, SUBJECT, PURPOSE, INFORMATION, AND EXERCISES, AND FOLD-OUTS PROVIDE ELECTRICAL DIAGRAMS AND ILLUSTRATIONS. ANSWERS TO THE EXERCISES ARE GIVEN AT THE END OF EACH SECTION. ALL OF THE NECESSARY INFORMATION IS INCLUDED IN THE TEXT. THE STUDENTS SHOULD BE ELECTRICAL TECHNICIANS EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES AND SHOULD HAVE A COMPREHENSION OF RELAY CIRCUITS AND ELECTRICAL AND MAGNETIC FUNDAMENTALS. THIS UNIT IS ONE OF A SERIES DEVELOPED FOR AN ELECTRICAL-ELECTRONIC PROGRAM. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR OTHER UNITS ARE AVAILABLE AS VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $5.40 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 285 ED 021 024
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL, STATIC CONTROL SERIES, MAGNETIC AMPLIFIERS. UNIT 9B, ASSIGNMENTS .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF

EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.25).
PUB DATE - AUG63 167P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *ELECTRONIC CONTROL; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING STATIC CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE UNIT OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF THE PRINCIPLES OF MAGNETIC AMPLIFIER OPERATION. EACH OF THE 12 ASSIGNMENT SHEETS CONTAINS THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, STUDY REFERENCES, AND QUESTIONS. SOME OF THE LESSONS ARE (1) MAGNETIC THEORY, (2) THE SATURABLE REACTOR, (3) CASCADING AND BIASING, (4) BASIC FUNCTIONS OF MAGNETIC AMPLIFIERS, AND (5) MAGNETIC AMPLIFIER LOGICAL ELEMENTS. THE LESSONS ARE KEYED TO A REQUIRED TEXTBOOK. THREE EXPERIMENT SHEETS PROVIDE FOR ADDITIONAL APPLICATION OF THE INFORMATION. THE MATERIAL IS TO BE USED UNDER TEACHER DIRECTION FOR 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE INSTRUCTOR'S GUIDE (VT 000 286) PROVIDES STEP-BY-STEP SOLUTIONS TO THE ASSIGNMENT SHEET AND TEST PROBLEMS. THE UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.25 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 286 ED 021 025
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL, STATIC CONTROL SERIES. MAGNETIC AMPLIFIERS, UNIT 9B, INSTRUCTOR'S GUIDE .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.25).
PUB DATE - AUG63 174P.

DESCRIPTORS - *TEACHING GUIDES; *ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *ELECTRONIC CONTROL; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDENT STUDY OF STATIC CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE UNIT OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF MAGNETIC AMPLIFIERS. EACH OF THE 12 INSTRUCTOR'S SHEETS GIVES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, REFERENCES, AND STEP-BY-STEP SOLUTIONS TO THE STUDENT ASSIGNMENT SHEET PROBLEMS. THE LESSONS ARE KEYED TO A REQUIRED TEXTBOOK, MALI, "MAGNETIC AMPLIFIERS" (JOHN F. RIDER PUBLISHERS, INC.). THREE DEMONSTRATION SHEETS PROVIDE FOR ADDITIONAL APPLICATION OF INFORMATION. THE SUGGESTED TIME ALLOTMENT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THREE VERSIONS OF THE MID-COURSE AND FINAL TESTS ARE GIVEN WITH STEP-BY-STEP PROBLEM SOLUTIONS. THE ASSIGNMENTS FOR UNIT 9B ARE AVAILABLE AS VT 000 285. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.25 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 287 ED 021 026
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL, STATIC CONTROL SERIES. REMOTE CONTROL BY INDUSTRIAL TELEMETRY. UNIT 9CL.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($6.40).
PUB DATE - JUL65 287P.

DESCRIPTORS - *PROGRAMED TEXTS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *ELECTRONIC CONTROL; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS SELF-INSTRUCTIONAL PROGRAMED TEXT IS FOR STUDENT USE IN STUDYING INDUSTRIAL TELEMETRY CONTROL SYSTEMS IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS AND TESTED BY STUDENT USE. THE MATERIAL IS DIVIDED INTO FUNDAMENTAL IDEAS AND LANGUAGE OF INDUSTRIAL TELEMETRY AND THE LOGIC OF THE DIGITAL TRANSCEIVER. THE LESSONS WITHIN EACH SECTION PROVIDE THE LESSON SUBJECT, PURPOSE, INFORMATION, AND EXERCISES. THE MATERIAL IS PROGRAMED USING A FOUR-STEP LESSON PLAN, SUBJECT, PURPOSE, INFORMATION, AND EXERCISE, AND FOLDOUTS PROVIDE ELECTRICAL DIAGRAMS AND ILLUSTRATIONS. ANSWERS TO THE EXERCISES ARE GIVEN AT THE END OF EACH SECTION. ALL OF THE NECESSARY INFORMATION IS INCLUDED IN THE TEXT. THE STUDENTS SHOULD BE ELECTRICAL TECHNICIANS EMPLOYED IN THE ELECTRICAL-

ELECTRONIC INDUSTRIES, AND SHOULD HAVE A COMPREHENSION OF ELECTRICAL AND MAGNETIC FUNDAMENTALS. THIS UNIT IS PART OF A SERIES DEVELOPED FOR AN ELECTRICAL-ELECTRONIC PROGRAM. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR OTHER UNITS ARE VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $6.40 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 289
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 1, INSTRUCTOR'S GUIDE.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.75).
PUB DATE - FEB60 295P.

DESCRIPTORS - *TEACHING GUIDES; *TEXTBOOKS; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SALES OCCUPATIONS; *SERVICE OCCUPATIONS; SUPERVISORS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - MATERIALS FURNISHED IN THIS INSTRUCTOR'S GUIDE ARE INTENDED TO AID IN PREPARING A COURSE IN THE FUNDAMENTALS OF LIQUEFIED PETROLEUM (LP) GAS SERVICE. IT IS ONE OF A FOUR-PART SERIES (SEE VT 000 295, VT 000 299, AND VT 000 301) DESIGNED FOR TRAINING SERVICEMEN BUT EQUALLY USEFUL FOR MANAGEMENT, SALES, AND OFFICE PERSONNEL. THE SERIES WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AIDED BY A NATIONAL ADVISORY COMMITTEE AND TECHNICAL ADVISORS. CONTENTS INCLUDE LESSON GUIDES AND PLANS FOR 12 LESSONS, 12 STUDENT READINGS, 12 STUDENT ASSIGNMENTS, AND ANSWERS TO THOUGHT QUESTIONS FROM THE LESSON PLANS. THE GUIDE SHEETS CONTAIN SUBJECT, AIM, SUGGESTIONS FOR PREPARING TO TEACH, REFERENCES, AND SUGGESTIONS FOR TEACHING. EACH LESSON PLAN CONTAINS AIM, TEACHING AIDS, REFERENCE, CORRELATED INSTRUCTIONAL TOPICS AND THINGS TO DO OR SAY, APPLICATION, AND OBJECTIVE-TYPE FOLLOWUP QUESTIONS. SOME LESSON TITLES ARE MEET THE LP-GASES, HOW LP-GAS IS DISTRIBUTED, FUNDAMENTALS OF HUMAN RELATIONS, AND INSTRUCTING THE CUSTOMER. STUDENTS SHOULD BE PROSPECTIVE OR PRESENT EMPLOYEES OF AN LP-GAS COMPANY WITH AT LEAST AN EIGHTH-GRADE EDUCATION. OTHER RELATED MATERIALS AVAILABLE ARE (1) AN INFORMATION MANUAL (VT 000 291), (2) AN ASSIGNMENT BOOK (VT 000 290), AND (3) A TEST BOOK (VT 000 292). (EM)

VT 000 290
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 1, ASSIGNMENT BOOK, THE PRODUCT, STANDARDS AND REGULATIONS, CUSTOMER RELATIONS.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
NATIONAL LP-GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($1.50).
PUB DATE - APR66 69P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SALES OCCUPATIONS; *SERVICE OCCUPATIONS; SUPERVISORS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS GUIDE IN PREPARATORY OR UPGRADING COURSES FOR EMPLOYEES, PARTICULARLY SERVICEMEN, IN JOBS WITH LIQUIFIED PETROLEUM (LP) GAS COMPANIES IN EITHER COMPANY OR SCHOOL PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST, TECHNICAL ADVISORS, AND A NATIONAL ADVISORY COMMITTEE. ASSIGNMENT SHEET TITLES ARE (1) A FUEL WITH A FUTURE, (2) MEET THE HYDRO-CARBONS, (3) MEET THE LP-GASES, (4) THE BEHAVIOR OF LP-GASES, (5) HOW LP-GAS IS DISTRIBUTED, (6) THE WHY AND HOW OF STANDARDS, (7) REGULATIONS OF LP-GAS, (8) A TABLE OF STANDARDS, (9) FUNDAMENTALS OF CUSTOMER RELATIONS, (10) CUSTOMER RELATIONS FOR THE SERVICE EMPLOYEE, (11) CUSTOMER RELATIONS FOR OFFICE EMPLOYEES, AND (12) INSTRUCTING THE CUSTOMER. EACH SHEET GIVES AIM, INTRODUCTORY INFORMATION, REFERENCES, AND THOUGHT QUESTIONS. EACH LESSON REQUIRES 2 OR 3 HOURS OF THE STUDENT'S TIME. THE TEACHER SHOULD BE A PROFESSIONAL TEACHER OR AN LP-GAS COMPANY EMPLOYEE. STUDENTS SHOULD HAVE AN EIGHTH-GRADE EDUCATION. ANSWERS TO THE THOUGHT QUESTIONS ARE INCLUDED. SEE COMPANION DOCUMENTS VT 000 289, VT 000 291, AND VT 000 292. (EM)

VT 000 291
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 1, INFORMATION MANUAL.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
NATIONAL LP-GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($1.50).
PUB DATE - MAY66 101P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; SALES OCCUPATIONS; *SERVICE OCCUPATIONS; SUPERVISORS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS TEXTBOOK IN PREPARATORY OR UPGRADING COURSES FOR LIQUEFIED PETROLEUM (LP) GAS COMPANY EMPLOYEES, PARTICULARLY SERVICEMEN. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST, TECHNICAL ADVISORS, AND A NATIONAL ADVISORY COMMITTEE. CHAPTER TITLES ARE (1) A FUEL WITH A FUTURE, (2) MEET THE HYDROCARBONS, (3) MEET THE LP-GASES, (4) THE BEHAVIOR OF LP-GASES, (5) HOW LP-GAS IS DISTRIBUTED, (6) THE "WHY" AND "HOW" OF STANDARDS, (7) REGULATIONS FOR LP-GAS, (8) A TABLE OF STANDARDS, (9) FUNDAMENTALS OF CUSTOMER RELATIONS, (10) CUSTOMER RELATIONS FOR THE SERVICE EMPLOYEE, (11) CUSTOMER RELATIONS FOR OFFICE EMPLOYEES, AND (12) INSTRUCTING THE CUSTOMER. TWO TO 3 HOURS OF STUDY OR COMBINED STUDY-CLASS TIME ARE REQUIRED FOR EACH LESSON. STUDENTS SHOULD

HAVE AN EIGHTH-GRADE EDUCATION. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. SEE ALSO COMPANION DOCUMENTS VT 000 289, VT 000 290, AND VT 000 292. (EM)

VT 000 293
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 2, ASSIGNMENT BOOK.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.00).
PUB DATE - MAY65 114P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE OCCUPATIONS; SUPERVISORS; SALES OCCUPATIONS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS STUDY GUIDE IN PREPARATORY OR UPDATING COURSES FOR EMPLOYEES, PARTICULARLY SERVICEMEN, IN JOBS WITH LIQUEFIED PETROLEUM (LP) GAS COMPANIES IN EITHER COMPANY OR SCHOOL PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST, TECHNICAL ADVISORS, AND A NATIONAL ADVISORY COMMITTEE. TITLES OF ASSIGNMENT SHEETS ARE (1) THE LP-GAS DISTRIBUTION CHAIN, (2) BASIC LP-GAS FACTS FOR DELIVERY MEN AND BULK PLANT MEN, (3) CONTAINERS AND FITTINGS FOR TRANSPORTATION AND STORAGE, (4) METHODS OF TRANSFERRING LP-GAS, (5) CARE AND OPERATION OF PUMPS AND COMPRESSORS, (6) MAINTENANCE POINTS FOR STRAINERS, METERS, AND HOSES, (7) MEASURING LP-GAS LIQUID, (8) A BULK PLANT TOUR, (9) BULK PLANT RECORDS, (10) SAFETY STEPS AT THE BULK PLANT, (11) FILLING CYLINDERS AT THE BULK PLANT, (12) CYLINDER CARE, (13) PARTS OF AN LP-GAS RAILROAD TANK CAR, (14) UNLOADING RAILROAD TANK CARS, (15) STOPPING LEAKS IN TANK CAR DOMES, (16) TRANSPORT TRUCKS, (17) THE DELIVERY MAN, (18) BULK DELIVERY TRUCK, AND (19) THE CYLINDER DELIVERY TRUCK. EACH ASSIGNMENT SHEET GIVES AIM, INTRODUCTORY INFORMATION, REFERENCES, THOUGHT AND FOLLOWUP QUESTIONS. EACH LESSON REQUIRES 2 OR 3 HOURS OF STUDENT TIME. THE TEACHER SHOULD BE A PROFESSIONAL TEACHER OR AN LP-GAS COMPANY EMPLOYEE, AND STUDENTS SHOULD HAVE AN EIGHTH-GRADE EDUCATION. ANSWERS TO THE THOUGHT QUESTIONS ARE INCLUDED. SEE COMPANION DOCUMENTS VT 000 294, VT 000 295, AND VT 000 296. (EM)

VT 000 295
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 2, INSTRUCTOR'S GUIDE.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.25).
PUB DATE - MAR59 220P.

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SALES OCCUPATIONS; SUPERVISORS; *SERVICE OCCUPATIONS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - MATERIALS IN THIS INSTRUCTOR'S GUIDE ARE INTENDED TO AID IN PREPARING A COURSE IN THE FUNDAMENTALS OF LIQUEFIED PETROLEUM (LP) GAS SERVICE. IT IS ONE OF A FOUR-PART SERIES (SEE VT 000 289, VT 000 299, AND VT 000 301) DESIGNED FOR TRAINING SERVICEMEN, BUT EQUALLY USEFUL FOR MANAGEMENT, SALES, AND OFFICE PERSONNEL. THE SERIES WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AIDED BY A NATIONAL ADVISORY COMMITTEE AND TECHNICAL ADVISORS. CONTENTS INCLUDE LESSON GUIDES AND PLANS FOR 20 LESSONS, AND ANSWERS TO THOUGHT QUESTIONS IN THE LESSON PLANS. THE GUIDE SHEETS CONTAIN SUBJECT, AIM, SUGGESTIONS FOR PREPARING TO TEACH, REFERENCES, AND SUGGESTIONS FOR TEACHING. EACH LESSON PLAN CONTAINS AIM, TEACHING AIDS, REFERENCE, CORRELATED INSTRUCTIONAL TOPICS AND THINGS TO DO OR SAY, APPLICATION, AND OBJECTIVE-TYPE FOLLOWUP QUESTIONS. SOME LESSON TITLES ARE (1) THE LP-GAS DISTRIBUTION CHAIN, (2) METHODS OF TRANSFERRING LP-GAS, (3) MEASURING LP-GAS LIQUID, (4) FILLING CYLINDERS AT THE BULK PLANT, AND (5) STOPPING LEAKS IN TANK CAR DOMES. STUDENTS SHOULD BE PROSPECTIVE OR PRESENT EMPLOYEES OF AN LP-GAS COMPANY WITH AT LEAST AN EIGHTH-GRADE EDUCATION. OTHER RELATED MATERIALS AVAILABLE ARE AN INFORMATION MANUAL (VT 000 296), AN ASSIGNMENT BOOK (VT 000 293), AND A TEST BOOK (VT 000 294). (EM)

VT 000 296
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 2, INFORMATION MANUAL, BASIC INFORMATION, BULK PLANT OPERATIONS, TRANSPORTATION.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.00).
PUB DATE - NOV61 210P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE OCCUPATIONS; SALES OCCUPATIONS; SUPERVISORS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS TEXTBOOK IN PREPARATORY OR UPGRADING COURSES FOR LIQUEFIED PETROLEUM (LP) GAS COMPANY EMPLOYEES, PARTICULARLY SERVICEMEN. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST, TECHNICAL ADVISORS, AND A NATIONAL ADVISORY COMMITTEE. CHAPTER TITLES ARE (1) THE LP-GAS DISTRIBUTION CHAIN, (2) BASIC LP-GAS FACTS FOR DELIVERY MEN AND BULK PLANT MEN, (3) CONTAINERS AND FITTINGS FOR TRANSPORTATION AND STORAGE, (4) METHODS OF TRANSFERRING LP-GAS, (5) CARE AND OPERATION OF PUMPS AND COMPRESSORS, (6) MAINTENANCE POINTS FOR STRAINERS, METERS, AND HOSES, (7) MEASURING LP-GAS LIQUID, (8) A BULK PLANT TOUR, (9) BULK PLANT RECORDS, (10) SAFETY STEPS AT THE BULK PLANT, (11) FILLING

CYLINDERS AT THE BULK PLANT, (12) CYLINDER CARE, (13) PARTS OF AN LP-GAS RAILROAD TANK CAR, (14) UNLOADING RAILROAD TANK CARS, (15) STOPPING LEAKS IN TANK CAR DOMES, (16) TRANSPORT TRUCKS, (17) THE DELIVERY MAN, (18) THE BULK DELIVERY TRUCK, AND (19) THE CYLINDER DELIVERY TRUCK. TWO TO 3 HOURS OF STUDY OR COMBINED STUDY-CLASS TIME ARE REQUIRED FOR EACH LESSON. STUDENTS SHOULD HAVE AN EIGHTH-GRADE EDUCATION. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. SEE ALSO COMPANION DOCUMENTS VT 000 294, VT 000 295, AND VT 000 293. (EM)

VT 000 297
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 3, INFORMATION MANUAL.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.00).
PUB DATE - MAY65 340P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE OCCUPATIONS; SALES OCCUPATIONS; SUPERVISORS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS TEXTBOOK IN PREPARATORY OR UPGRADING COURSES FOR LIQUEFIED PETROLEUM (LP) GAS COMPANY EMPLOYEES, PARTICULARLY SERVICEMEN. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST, TECHNICAL ADVISORS, AND A NATIONAL ADVISORY COMMITTEE. SOME OF THE 26 CHAPTER TITLES ARE (1) SCIENCE FOR THE LP-GAS MAN, (2) LP-GAS CYLINDER STORAGE SYSTEMS, (3) PLANNING STORAGE SYSTEMS, (4) INSTALLING STORAGE SYSTEMS AND HOUSE PIPING, (5) THE GAS WATER HEATER, SILENT SERVANT, (6) HEATING APPLIANCES AND HOW THEY WORK, (7) INSTALLING HEATING EQUIPMENT, (8) SERVICING HEATING APPLIANCES, (9) OPERATION OF AN LP-GAS CLOTHES DRYER, AND (10) INSTALLING AND SERVICING INCINERATORS. TWO TO 3 HOURS OF STUDY OR COMBINED STUDY-CLASS TIME ARE REQUIRED FOR EACH LESSON. STUDENTS SHOULD HAVE AN EIGHTH-GRADE EDUCATION. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. SEE ALSO COMPANION DOCUMENTS VT 000 298, VT 000 299, VT 000 300. (EM)

VT 000 299
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 3, INSTRUCTOR'S GUIDE.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.50).
PUB DATE - MAR60 301P.

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SALES OCCUPATIONS; SUPERVISORS; *SERVICE OCCUPATIONS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - MATERIALS IN THIS INSTRUCTOR'S GUIDE ARE INTENDED TO AID IN PREPARING A COURSE IN THE FUNDAMENTALS OF LIQUEFIED PETROLEUM (LP) GAS SERVICE. IT IS ONE OF A FOUR-PART SERIES (SEE VT 000 289, VT 000 299, AND VT 000 301) DESIGNED FOR TRAINING SERVICEMEN BUT EQUALLY USEFUL FOR MANAGEMENT, SALES, AND OFFICE PERSONNEL. THE SERIES WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AIDED BY A NATIONAL ADVISORY COMMITTEE AND TECHNICAL ADVISORS. CONTENTS INCLUDE LESSON GUIDES AND PLANS FOR 26 LESSONS, AND THOUGHT QUESTIONS AND ANSWERS FOR EACH LESSON. THE GUIDE SHEETS CONTAIN SUBJECT, AIM, SUGGESTIONS FOR PREPARING TO TEACH, REFERENCES, AND SUGGESTIONS FOR TEACHING. EACH LESSON PLAN CONTAINS AIM, TEACHING AIDS, REFERENCE, CORRELATED INSTRUCTIONAL TOPICS AND THINGS TO DO OR SAY, APPLICATION, AND OBJECTIVE-TYPE FOLLOWUP QUESTIONS. SOME OF THE 26 LESSON TITLES ARE (1) SCIENCE FOR THE LP-GAS MAN, (2) LP-GAS CYLINDER STORAE SYSTEMS, (3) PLANNING STORAGE SYSTEMS, (4) INSTALLING STORAGE SYSTEMS AND HOUSE PIPING, (5) THE GAS WATER HEATER, A SILENT SERVANT, (6) HEATING APPLIANCES AND HOW THEY WORK, (7) INSTALLING HEATING EQUIPMENT, (8) SERVICING HEATING APPLIANCES, (9) OPERATION OF AN LP-GAS CLOTHES DRYER, AND (10) INSTALLING AND SERVICING INCINERATORS. STUDENTS SHOULD BE PROSPECTIVE OR PRESENT EMPLOYEES OF AN LP-GAS COMPANY WITH AT LEAST AN EIGHTH-GRADE EDUCATION. RELATED MATERIALS AVAILABLE ARE INFORMATION MANUAL (VT 000 297), ASSIGNMENT BOOK (VT 000 300), AND TEST BOOK (VT 000 298). (EM)

VT 000 300
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 3, ASSIGNMENT BOOK.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.00).
PUB DATE - DEC59 136P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE OCCUPATIONS; SUPERVISORS; SALES OCCUPATIONS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - STUDENTS MAY USE THESE ASSIGNMENTS IN PREPARATORY OR UPGRADING COURSES FOR EMPLOYEES IN JOBS WITH LIQUEFIED PETROLEUM (LP) GAS COMPANIES, PARTICULARLY SERVICEMEN, IN COMPANY OR SCHOOL PROGRAMS. THEY WERE DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST, TECHNICAL ADVISORS, AND A NATIONAL ADVISORY COMMITTEE. SOME OF THE 26 ASSIGNMENT SHEET TITLES ARE (1) SCIENCE FOR THE LP-GAS MAN, (2) LP-GAS CYLINDER STORAGE SYSTEMS, (3) PLANNING STORAGE SYSTEMS, (4) INSTALLING STORAGE SYSTEMS AND HOUSE PIPING, (5) THE GAS WATER HEATER, A SILENT SERVANT, (6) HEATING APPLIANCES AND HOW THEY WORK, (7) INSTALLING HEATING EQUIPMENT, (8) SERVICING HEATING APPLIANCES, (9) OPERATION OF AN LP-GAS CLOTHES DRYER, AND (10) INSTALLING AND

SERVICING INCINERATORS. ASSIGNMENT SHEETS GIVE AIM, INTRODUCTORY INFORMATION, REFERENCES, AND THOUGHT QUESTIONS. EACH LESSON REQUIRES 2 OR 3 HOURS OF THE STUDENT'S TIME. THE TEACHER SHOULD BE A PROFESSIONAL TEACHER OR AN LP-GAS COMPANY EMPLOYEE AND STUDENTS SHOULD HAVE AN EIGHTH-GRADE EDUCATION. ANSWERS TO THE THOUGHT QUESTIONS ARE INCLUDED. SEE COMPANION DOCUMENTS VT 000 297, VT 000 298, AND VT 000 299. (EM)

VT 000 301
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 4, INSTRUCTOR'S GUIDE, AGRICULTURAL, COMMERCIAL AND INDUSTRIAL APPLICATIONS, LP-GAS CARBURETION SYSTEMS.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.25).
PUB DATE - MAY60 209P.

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SALES OCCUPATIONS; SUPERVISORS; *SERVICE OCCUPATIONS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - MATERIALS IN THIS INSTRUCTOR'S GUIDE ARE INTENDED TO AID IN PREPARING A COURSE IN THE FUNDAMENTALS OF LIQUEFIED PETROLEUM (LP) GAS SERVICE. IT IS ONE OF A FOUR PART SERIES (SEE VT 000 289, VT 000 295, AND VT 000 299) DESIGNED FOR TRAINING SERVICEMEN BUT EQUALLY USEFUL FOR MANAGEMENT, SALES, AND OFFICE PERSONNEL. THE SERIES WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AIDED BY A NATIONAL ADVISORY COMMITTEE AND TECHNICAL ADVISORS. CONTENTS INCLUDE (1) LESSON GUIDES AND PLANS FOR 11 LESSONS, AND (2) THOUGHT QUESTIONS AND ANSWERS FOR EACH LESSON. THE GUIDE SHEETS CONTAIN SUBJECT, AIM, SUGGESTIONS FOR PREPARING TO TEACH, REFERENCES, AND SUGGESTIONS FOR TEACHING. EACH LESSON PLAN CONTAINS AIM, TEACHING AIDS, REFERENCE, CORRELATED INSTRUCTIONAL TOPICS AND THINGS TO DO OR SAY, APPLICATION, AND OBJECTIVE-TYPE FOLLOWUP QUESTIONS. SOME LESSON TITLES ARE (1) LOAD BALANCING BY SPECIAL APPLICATIONS, (2) PROVIDING HEAT FOR ANIMALS AND PLANTS AND FOR PROFIT, (3) DEHYDRATING FARM PRODUCTS, (4) COMMERCIAL COOKING AND WATER HEATING EQUIPMENT, (5) INSTALLING AND SERVICING CARBURETION SYSTEMS. STUDENTS SHOULD BE PROSPECTIVE OR CURRENT EMPLOYEES OF AN LP-GAS COMPANY WITH AT LEAST AN EIGHTH-GRADE EDUCATION. RELATED MATERIALS AVAILABLE ARE INFORMATION MANUAL (VT 000 304), ASSIGNMENT BOOK (VT 000 303), AND TEST BOOK (VT 000 302). (EM)

VT 000 303
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 4, ASSIGNMENT BOOK, AGRICULTURAL, COMMERCIAL AND INDUSTRIAL APPLICATIONS, LP-GAS CARBURETION SYSTEMS.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSOCIATION, CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.00).
PUB DATE - MAY60 97P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SALES OCCUPATIONS; *SERVICE OCCUPATIONS; SUPERVISORS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - STUDENTS MAY USE THESE ASSIGNMENTS IN PREPARATORY OR UPGRADING COURSES FOR EMPLOYEES, PARTICULARLY SERVICEMEN, IN JOBS WITH LIQUEFIED PETROLEUM (LP) GAS COMPANIES IN COMPANY OR SCHOOL PROGRAMS. THEY WERE DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST, TECHNICAL ADVISORS, AND A NATIONAL ADVISORY COMMITTEE. ASSIGNMENT SHEET TITLES ARE (1) LOAD BALANCING BY SPECIAL APPLICATIONS, (2) PROVIDING HEAT FOR ANIMALS AND PLANTS AND FOR PROFIT, (3) AGRICULTURAL FLAMING USING LP-GAS, (4) DEHYDRATING FARM PRODUCTS, (5) PORTABLE LP-GAS INDUSTRIAL EQUIPMENT, (6) NON-PORTABLE LP-GAS INDUSTRIAL EQUIPMENT, (7) COMMERCIAL COOKING AND WATER-HEATING EQUIPMENT, (8) LP-GAS CARBURETION EQUIPMENT, (9) INSTALLING AND SERVICING CARBURETION SYSTEMS, AND (10) THE GAS LIGHT ERA IS BACK. ASSIGNMENT SHEETS GIVE AIM, INTRODUCTORY INFORMATION, REFERENCES, AND THOUGHT AND FOLLOWUP QUESTIONS. EACH LESSON REQUIRES 2 OR 3 HOURS OF THE STUDENT'S TIME. THE TEACHER SHOULD BE A PROFESSIONAL TEACHER OR AN LP-GAS COMPANY EMPLOYEE, AND STUDENTS SHOULD HAVE AN EIGHTH-GRADE EDUCATION. ANSWERS TO THE THOUGHT QUESTIONS ARE INCLUDED. SEE COMPANION DOCUMENTS VT 000 301, VT 000 302, AND VT 000 304. (EM)

VT 000 304
COCKRUM, JIM
LP-GAS SERVICE TRAINING COURSE. BOOK 4, INFORMATION MANUAL, AGRICULTURAL, COMMERCIAL AND INDUSTRIAL APPLICATIONS, LP-GAS CARBURETION SYSTEMS.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
LIQUEFIED PETROLEUM GAS ASSN., CHICAGO, ILL.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($1.75).
PUB DATE - MAY60 124P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE OCCUPATIONS; SALES OCCUPATIONS; SUPERVISORS; *LIQUEFIED PETROLEUM GAS; ADULT VOCATIONAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS TEXTBOOK IN PREPARATORY OR UPGRADING COURSES FOR LIQUEFIED PETROLEUM (LP) GAS COMPANY EMPLOYEES, PARTICULARLY SERVICEMEN. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST, TECHNICAL ADVISORS, AND A NATIONAL ADVISORY COMMITTEE. CHAPTER TITLES ARE (1) LOAD BALANCING BY SPECIAL APPLICATIONS, (2) PROVIDING HEAT FOR ANIMALS AND PLANTS AND FOR PROFIT, (3) AGRICULTURAL FLAMING USING LP-GAS, (4) DEHYDRATING FARM

PRODUCTS, (5) PORTABLE LP-GAS INDUSTRIAL EQUIPMENT, (6) NONPORTABLE LP-GAS INDUSTRIAL EQUIPMENT, (7) COMMERCIAL COOKING AND WATER-HEATING EQUIPMENT, (8) LP-GAS CARBURETION EQUIPMENT, (9) INSTALLING AND SERVICING CARBURETION SYSTEMS, AND (10) THE GAS LIGHT ERA IS BACK. TWO TO 3 HOURS OF STUDY OR COMBINED STUDY-CLASS TIME ARE REQUIRED FOR EACH LESSON. STUDENTS SHOULD HAVE AN EIGHTH GRADE EDUCATION. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. SEE ALSO COMPANION DOCUMENTS VT 000 301, VT 000 302, AND VT 000 303. (EM)

VT 000 305
BOWLER, EARL M.
HANDBOOK FOR SHOP TEACHERS.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS STATE DEPT. OF EDUCATION, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.50).
PUB DATE - OCT65 125P.

DESCRIPTORS - *TEACHING GUIDES; *SHOP MANAGEMENT; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING METHODS; *TEACHING TECHNIQUES

ABSTRACT - MUCH SCATTERED INFORMATION HAS BEEN BROUGHT TOGETHER IN THIS HANDBOOK. TOPICS COVERED ARE: (1) THE PLACE OF THE INSTRUCTOR IN THE ORGANIZATION, (2) OBJECTIVES OF DAY-TRADE CLASSES, (3) ADVISORY COMMITTEES, (4) ANALYZING JOBS INTO "DO" AND "KNOW" ELEMENTS, (5) CARE AND MAINTENANCE OF MACHINES, TOOLS, AND EQUIPMENT, (6) SHOP CLASS ORGANIZATION, (7) SHOP RULES AND REGULATIONS, (8) ACCIDENT PREVENTION AND REPORTING, (9) GETTING READY TO TEACH, (10) DETERMINING TRAINING OBJECTIVES, (11) THE COURSE OF STUDY, (12) LESSON PLANS, (13) SHOP MANAGEMENT, (14) TEACHING PLANS AND DEVICES, (15) TECHNIQUES, (16) CLASS ROUTINE, (17) TEACHING ACTIVITY, AND (18) RECORDS AND REPORTS. THE APPENDIX INCLUDES REPORT FORMS, SAFETY LEGISLATION, SUGGESTED READINGS, AUTHORIZED TEXTBOOKS, SAMPLE JOB SHEETS AND ILLUSTRATIONS OF TOOL STORAGE IDEAS. (EM)

VT 000 308 ED 021 027
SUTTON, MACK C.; WYKES, MURRAY L.
BASIC MATHEMATICS FOR ELECTRICITY, ELECTRICAL, AND ELECTRONIC CONTROL. UNIT 1, ASSIGNMENTS .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
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DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *PRACTICAL MATHEMATICS; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING BASIC MATHEMATICS IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. EACH OF THE 19 ASSIGNMENT SHEETS PROVIDES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, STUDY REFERENCES, DIRECTIONS, AND PROBLEMS. THE LESSONS, KEYED TO THREE TEXTBOOKS, START WITH WHOLE NUMBERS AND COMMON FRACTIONS AND PROGRESS TO TRIGONOMETRIC FUNCTIONS AND LOGARITHMS. THE PROBLEMS ARE DESIGNED FOR APPLICATION IN LATER LESSONS ON ELECTRICAL THEORY. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT UNDER TEACHER DIRECTION FOR 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE INSTRUCTOR'S GUIDE (VT 000 309) PROVIDES STEP-BY-STEP SOLUTIONS TO THE ASSIGNMENT SHEET AND TEST PROBLEMS. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND THE INSTRUCTOR'S GUIDE FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONICS PROGRAM ARE AVAILABLE AS VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 309 ED 021 028
SUTTON, MACK C.; WYKES, MURRAY L.
BASIC MATHEMATICS FOR ELECTRICITY, ELECTRICAL, AND ELECTRONIC CONTROL. UNIT 1, INSTRUCTOR'S GUIDE .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
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DESCRIPTORS - *TEACHING GUIDES; *ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *PRACTICAL MATHEMATICS; ADULT VOCATIONAL EDUCATION; *INDUSTRIAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDENT STUDY OF BASIC MATHEMATICS IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. EACH OF THE 19 INSTRUCTOR'S SHEETS GIVE THE LESSON SUBJECT, REFERENCES, AND A STEP-BY-STEP SOLUTION OF THE STUDENT ASSIGNMENT SHEET PROBLEMS. THE LESSONS, KEYED TO THREE TEXTBOOKS, START WITH WHOLE NUMBERS AND COMMON FRACTIONS AND PROGRESS TO TRIGONOMETRIC FUNCTIONS AND LOGARITHMS. THREE VERSIONS OF THE MID-COURSE AND THE FINAL TESTS ARE GIVEN WITH STEP-BY-STEP PROBLEM SOLUTIONS. THE SUGGESTED TIME ALLOTMENT FOR THE UNIT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE

STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE ASSIGNMENTS FOR UNIT 1 ARE AVAILABLE AS VT 000 308. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 310   ED 021 029
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. BASIC ELECTRICITY. UNIT 2, ASSIGNMENTS .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
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DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING BASIC ELECTRICAL FUNDAMENTALS IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE COURSE OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF DIRECT CURRENT FUNDAMENTALS. EACH OF THE 15 ASSIGNMENT SHEETS PROVIDES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, STUDY REFERENCES, DIRECTIONS, AND PROBLEMS. SOME OF THE LESSONS ARE (1) BASIC ELECTRICAL THEORY, (2) SERIES CIRCUITS, (3) ELECTRICAL POWER MEASUREMENT, (4) BATTERIES AND ELECTROLYTIC ACTION, AND (5) MAGNETS AND MAGNETISM. FOR ADDITIONAL APPLICATION OF THE INFORMATION, SIX EXPERIMENTS ARE INCLUDED. FOUR REQUIRED BOOKS AND ONE RECOMMENDED BOOK TO PROVIDE SUPPLEMENTARY INFORMATION ARE LISTED. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT UNDER TEACHER DIRECTION FOR 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE INSTRUCTOR'S GUIDE (VT 000 311) PROVIDES STEP-BY-STEP SOLUTIONS TO THE ASSIGNMENT SHEET AND TEST PROBLEMS. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284 - VT 000 287, VT 000 308 - VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 311   ED 021 030
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. BASIC ELECTRICITY. UNIT 2, INSTRUCTOR'S GUIDE .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
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DESCRIPTORS - *TEACHING GUIDES; ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDENT STUDY OF BASIC ELECTRICAL FUNDAMENTALS IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE COURSE OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF DIRECT CURRENT FUNDAMENTALS. EACH OF THE 15 INSTRUCTOR'S SHEETS GIVE THE LESSON SUBJECT, REFERENCES, AND A STEP-BY-STEP SOLUTION OF THE STUDENT ASSIGNMENT SHEET PROBLEMS. FOR ADDITIONAL INFORMATION APPLICATION, SIX DEMONSTRATION SHEETS FOR CONDUCTING EXPERIMENTS ARE INCLUDED. FOUR REQUIRED BOOKS AND ONE RECOMMENDED BOOK TO PROVIDE SUPPLEMENTARY INFORMATION ARE LISTED. THREE VERSIONS OF THE MID-COURSE AND THE FINAL TESTS ARE GIVEN WITH STEP-BY-STEP PROBLEM SOLUTIONS. THE SUGGESTED TIME ALLOTMENT FOR THE UNIT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE ASSIGNMENTS FOR UNIT 2 ARE AVAILABLE AS VT 000 310. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 312   ED 021 031
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. BASIC ELECTRICITY, UNIT 3, ASSIGNMENTS .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.

INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.00).
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DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING BASIC ELECTRICAL FUNDAMENTALS IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE COURSE OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF DIRECT CURRENT FUNDAMENTALS. EACH OF THE 10 ASSIGNMENT SHEETS PROVIDES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, STUDY REFERENCES, EXAMPLES, AND PROBLEMS. SOME OF THE LESSONS ARE (1) OPERATION OF DIRECT-CURRENT GENERATORS, (2) D-C MOTORS, (3) TEST INSTRUMENTS, (4) INDUCTANCE, AND (5) CAPACITANCE. THE LESSONS ARE KEYED TO TWO TEXTBOOKS. THE SUGGESTED TIME ALLOTMENT FOR THE UNIT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE INSTRUCTOR'S GUIDE (VT 000 313) PROVIDES STEP-BY-STEP SOLUTIONS TO THE ASSIGNMENT SHEET AND TEST PROBLEMS. THE UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284 - VT 000 287, VT 000 308 - VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 313 ED 021 032
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. BASIC ELECTRICITY, UNIT 3, INSTRUCTOR'S GUIDE .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
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PUB DATE - OCT60 125P.

DESCRIPTORS - *TEACHING GUIDES; *ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDY OF BASIC ELECTRICAL FUNDAMENTALS IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE COURSE OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF DIRECT CURRENT FUNDAMENTALS. EACH OF THE 10 INSTRUCTOR'S SHEETS GIVES THE LESSON SUBJECT, REFERENCES, EXAMPLES, AND STEP-BY-STEP SOLUTIONS OF THE STUDENT ASSIGNMENT SHEET PROBLEMS. THE LESSONS ARE KEYED TO TWO TEXTBOOKS. THREE VERSIONS OF THE FINAL TEST ARE GIVEN WITH STEP-BY-STEP PROBLEM SOLUTIONS. THE SUGGESTED TIME ALLOTMENT FOR THE UNIT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE STUDY GUIDE FOR UNIT 3 IS AVAILABLE AS VT 000 312. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 314 ED 021 033
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. BASIC ELECTRICITY, UNIT 4, ASSIGNMENTS .

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TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.00).
PUB DATE - FEB61 132P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING BASIC ELECTRICAL FUNDAMENTALS IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE COURSE OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF ALTERNATING CURRENT FUNDAMENTALS. EACH OF THE 16 ASSIGNMENT SHEETS PROVIDES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, STUDY REFERENCES, DIRECTIONS, EXAMPLES, AND PROBLEMS. SOME OF THE LESSONS ARE (1) A-C CIRCUITS CONTAINING RESISTANCE ONLY, (2) REACTIONS IN A-C CIRCUITS, (3) RESONANCE IN PARALLEL A-C CIRCUITS, (4) POWER IN A-C CIRCUITS, AND (5) ROTATING MAGNETIC FIELDS. FOR ADDITIONAL APPLICATION OF THE INFORMATION, THREE EXPERIMENTS ARE INCLUDED. TWO REQUIRED AND FOUR RECOMMENDED BOOKS TO PROVIDE SUPPLEMENTARY INFORMATION ARE LISTED. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT UNDER TEACHER DIRECTION FOR 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-

ELECTRONIC INDUSTRIES. THE INSTRUCTOR'S GUIDE (VT 000 315) PROVIDES STEP-BY-STEP SOLUTIONS TO THE ASSIGNMENT SHEET AND TEST PROBLEMS. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 316 ED 021 034
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. A-C CONVENTIONAL MAGNETIC MOTOR CONTROL, PART I, UNIT 5, ASSIGNMENTS .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.75).
PUB DATE - SEP61 67P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRONIC CONTROL; *ELECTRIC MOTORS; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING ALTERNATING CURRENT CONVENTIONAL MAGNETIC MOTOR CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. EACH OF THE 10 ASSIGNMENT SHEETS PROVIDES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, STUDY REFERENCES, SUPPLEMENTARY INFORMATION, AND PROBLEMS . FOR ADDITIONAL APPLICATION OF THE INFORMATION, TWO EXPERIMENTS ARE INCLUDED. SOME OF THE LESSONS ARE (1) CONTROL RELAYS, (2) CONTROL DEVICES, (3) ELECTRONIC CONTROL CIRCUIT DEVICES, (4) RESISTORS AND RHEOSTATS, AND (5) MECHANICAL DESIGN OF CONTROLLERS. THE LESSONS ARE KEYED TO TWO REQUIRED BOOKS AND FIVE OTHER BOOKS ARE LISTED FOR SUPPLEMENTARY INFORMATION. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT UNDER TEACHER DIRECTION FOR 40 CLASSROOM HOURS. THE TEACHERS SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE INSTRUCTOR'S GUIDE (VT 000 317) PROVIDES STEP-BY-STEP SOLUTIONS TO THE ASSIGNMENT SHEET AND TEST PROBLEMS. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH ROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284 - VT 000 287, VT 000 308 - VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $2.75 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 317 ED 021 035
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. A-C CONVENTIONAL MAGNETIC MOTOR CONTROL, PART I, UNIT 5, INSTRUCTOR'S GUIDE .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.75).
PUB DATE - SEP61 80P.

DESCRIPTORS - *TEACHING GUIDES; ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRONIC CONTROL;N*ELECTRIC MOTORS; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDY OF ALTERNATING CURRENT CONVENTIONAL MAGNETIC MOTOR CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. EACH OF THE 10 INSTRUCTOR'S SHEETS GIVES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, REFERENCES, AND STEP-BY-STEP SOLUTIONS OF THE STUDENT ASSIGNMENT SHEET PROBLEMS. FOR ADDITIONAL APPLICATION OF THE INFORMATION, TWO DEMONSTRATION SHEETS FOR CONDUCTING EXPERIMENTS ARE INCLUDED. TWO REQUIRED BOOKS AND FIVE RECOMMENDED BOOKS TO PROVIDE SUPPLEMENTARY INFORMATION ARE LISTED. THREE VERSIONS OF THE MIDCOURSE AND FINAL TESTS ARE GIVEN WITH STEP-BY-STEP PROBLEM SOLUTIONS. THE SUGGESTED TIME ALLOTMENT FOR THE UNIT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE ASSIGNMENTS FOR UNIT 5 ARE AVAILABLE AS VT 000 316. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284 - VT 000 287, VT 000 308 - VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $2.75 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 318 ED 036093
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. A-C CONVENTIONAL MAGNETIC MOTOR CONTROL, PART II, UNIT 6, ASSIGNMENTS .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL

EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.75).
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DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRONIC CONTROL; *ELECTRIC MOTORS; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS STUDY GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING ALTERNATING CURRENT CONVENTIONAL MAGNETIC MOTOR CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. EACH OF THE 10 ASSIGNMENT SHEETS PROVIDES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, STUDY REFERENCES, SUPPLEMENTARY INFORMATION, AND PROBLEMS. SOME OF THE LESSONS ARE (1) SQUIRREL CAGE MOTOR CONTROL, (2) ACCELERATION OF WOUND ROTOR MOTORS, (3) SYNCHRONOUS MOTOR CONTROL, (4) CONTROL CIRCUIT APPLICATIONS, AND (5) LOGIC FUNCTION CIRCUIT DESIGN. THE LESSONS ARE KEYED TO TWO REQUIRED TEXTBOOKS, AND FOUR BOOKS ARE RECOMMENDED FOR SUPPLEMENTARY INFORMATION. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT UNDER TEACHER DIRECTION FOR 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE INSTRUCTOR'S GUIDE (VT 000 319) PROVIDES STEP-BY-STEP SOLUTIONS TO THE ASSIGNMENT SHEET AND TEST PROBLEMS. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOURS UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284 - VT 000 287, VT 000 308 - VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $2.75 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 319 ED 021 037
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. A-C CONVENTIONAL MAGNETIC MOTOR CONTROL, PART II, UNIT 6, INSTRUCTOR'S GUIDE .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($2.75).
PUB DATE - MAY62 109P.

DESCRIPTORS - *TEACHING GUIDES; ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRIC MOTORS; *ELECTRONIC CONTROL; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDY OF ALTERNATING CURRENT CONVENTIONAL MAGNETIC MOTOR CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. EACH OF THE 10 INSTRUCTOR'S SHEETS GIVES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, REFERENCES, SUPPLEMENTARY INFORMATION, AND STEP-BY-STEP SOLUTIONS OF THE STUDENT ASSIGNMENT SHEET PROBLEMS. TWO REQUIRED BOOKS AND FOUR BOOKS FOR SUPPLEMENTARY INFORMATION ARE LISTED. THREE VERSIONS OF THE MIDCOURSE AND FINAL TESTS ARE GIVEN WITH STEP-BY-STEP PROBLEM SOLUTIONS. THE SUGGESTED TIME ALLOTMENT FOR THE UNIT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE ASSIGNMENTS FOR UNIT 6 ARE AVAILABLE AS VT 000 318. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284 - VT 000 287, VT 000 308 - VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $2.75 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 320 ED 021 038
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. D-C- MAGNETIC MOTOR CONTROL, UNIT 7, ASSIGNMENTS.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.00).
PUB DATE - SEP62 125P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPTIONS; *ELECTRONIC CONTROL; *ELECTRIC MOTORS; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING DIRECT CURRENT MAGNETIC MOTOR CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. EACH OF THE 15 ASSIGNMENT SHEETS PROVIDES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, STUDY REFERENCES, AND PROBLEMS. SOME OF THE LESSONS ARE (1) DIRECT-CURRENT CONTACTORS, (2) D-C BRAKES AND SOLENOIDS, (3) CHARACTERISTICS AND ACCELERATION OF SHUNT MOTORS, (4) HOIST CONTROLLERS FOR SERIES MOTORS, (5) ROTATING AMPLIFIER CONTROL, AND (6) DIRECT-CURRENT CONTROL CIRCUIT APPLICATIONS. THE LESSONS ARE KEYED TO TWO REQUIRED TEXTBOOKS, AND FIVE BOOKS TO PROVIDE SUPPLEMENTARY INFORMATION ARE LISTED. THE MATERIAL IS TO BE USED BY THE

INDIVIDUAL STUDENT UNDER TEACHER DIRECTION FOR 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE INSTRUCTOR'S GUIDE (VT 000 321) PROVIDES STEP-BY-STEP SOLUTIONS TO THE ASSIGNMENT SHEET AND TEST PROBLEMS. THE UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284-VT 000 287, VT 000 308-VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 321 ED 021 039
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL. D-C MAGNETIC MOTOR CONTROL, UNIT 7, INSTRUCTOR'S GUIDE .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.00).
PUB DATE - SEP62 124P.

DESCRIPTORS - *TEACHING GUIDES; ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRIC MOTORS; *ELECTRONIC CONTROL; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDY OF DIRECT CURRENT MAGNETIC MOTOR CONTROL IN ELECTRICAL-ELECTRONIC PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. EACH OF THE 15 INSTRUCTOR'S SHEETS GIVES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, REFERENCES, AND STEP-BY-STEP SOLUTIONS OF THE STUDENT ASSIGNMENT SHEET PROBLEMS. TWO REQUIRED TEXTBOOKS AND FIVE BOOKS FOR SUPPLEMENTARY INFORMATION ARE LISTED. THREE VERSIONS OF THE MIDCOURSE AND FINAL TESTS ARE GIVEN WITH STEP-BY-STEP PROBLEM SOLUTIONS. THE SUGGESTED TIME ALLOTMENT FOR THE UNIT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD HAVE THE NORMAL EDUCATION REQUIRED OF ELECTRICAL-ELECTRONIC INSTRUCTORS, AND THE STUDENTS WILL USUALLY BE EMPLOYED IN THE ELECTRICAL-ELECTRONIC INDUSTRIES. THE ASSIGNMENTS FOR UNIT 7 ARE AVAILABLE AS VT 000 320. THIS UNIT IS PART OF A SERIES OF 30- TO 40-HOUR UNITS WHICH PROGRESS THROUGH BASIC MATHEMATICS, BASIC ELECTRICITY, CONVENTIONAL MOTOR CONTROLS, BASIC ELECTRONICS, ADVANCED ELECTRONICS, AND STATIC ELECTRONIC CONTROLS. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE VARIOUS UNITS IN THE ELECTRICAL-ELECTRONIC PROGRAM ARE AVAILABLE AS VT 000 284 - VT 000 287, VT 000 308 - VT 000 321, AND VT 005 507. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 000 323
WYKES, MURRAY L.
LCONDUIT BENDING FOR WIREMEN, ASSIGNMENT BOOK .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL DIV.
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE ELECTRICAL INDUSTRY
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($.80).
PUB DATE - 60 38P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *PRACTICAL MATHEMATICS; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION; APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE IS FOR INDIVIDUAL STUDENT USE IN THE STUDY OF MATHEMATICS RELATING TO ELECTRICAL CONDUIT BENDING. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIAL SPECIALIST AND ADVISERS TO ACQUAINT THE ELECTRICIAN WITH THE MATHEMATICS NECESSARY FOR CONDUIT MEASUREMENT AND BENDING. ASSIGNMENT SHEETS ARE USED TO GUIDE THE STUDENT'S STUDY OF (1) THE TERMINOLOGY OF MEASUREMENT FOR CONDUIT BENDING, (2) TRIANGLE MEASUREMENTS USED FOR CONDUIT BENDING, (3) METHODS OF BENDING CONDUIT AND TOOLS USED, (4) BENDING CONDUIT ELBOWS, (5) BENDING CONDUIT KICKS, AND (6) BENDING CONDUIT OFFSETS AND SADDLES. THE ASSIGNMENT SHEETS GIVE INTRODUCTORY INFORMATION, REFERENCES, DIRECTIONS, WORK EXAMINATIONS FROM THE PRIMARY TEXTBOOK, AND STUDY QUESTIONS AND PROBLEMS. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENTS UNDER TEACHER DIRECTION FOR 20 HOURS. THE TEACHER SHOULD BE A JOURNEYMAN ELECTRICIAN AND THE STUDENTS WILL USUALLY BE JOURNEYMEN OR APPRENTICES EMPLOYED IN THE ELECTRICAL TRADE. "CONDUIT BENDING FOR WIREMEN, INSTRUCTOR'S BOOK" (VT 000 324) PROVIDES ANSWERS TO THE WORK EXAMINATIONS AND STEP-BY-STEP SOLUTIONS TO STUDY QUESTIONS AND PROBLEMS. A STUDY GUIDE (VT 000 325) AND AN INSTRUCTOR'S BOOK (VT 000 326) ARE ALSO AVAILABLE TO DIRECT THE ELECTRICIAN'S STUDY OF ELECTRICAL METERS. (HC)

VT 000 324
WYKES, MURRAY L.
CONDUIT BENDING FOR WIREMEN, INSTRUCTOR'S BOOK .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL DIV.
TEXAS STATE JOINT APPRENTICESHIP AND TRAINI
COMMITTEE FOR THE ELECTRIC INDUSTRY
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($.85).

PUB DATE - OCT60 33P.

DESCRIPTORS - *TEACHING GUIDES; ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *PRACTICAL MATHEMATICS; ADULT VOCATIONAL EDUCATION; APPRENTICESHIPS

ABSTRACT - THIS INSTRUCTOR'S GUIDE AND ANSWER KEY IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDENT STUDY OF MATHEMATICS RELATING TO ELECTRICAL CONDUIT BENDING. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS TO ACQUAINT THE ELECTRICIAN WITH THE MATHEMATICS NECESSARY FOR CONDUIT MEASUREMENT AND BENDING. THE INSTRUCTION AND ANSWER SHEETS ARE KEYED TO THE STUDENT ASSIGNMENT SHEETS AND GIVE SUGGESTIONS FOR DIRECTING STUDENT STUDY AND STEP-BY-STEP SOLUTIONS TO WORK EXAMINATIONS AND STUDY QUESTIONS AND PROBLEMS. IT IS SUGGESTED THAT PROBLEMS WHICH PROVIDE THE GREATEST DIFFICULTY BE NOTED AND USED AS AN OVERALL TEST TO DETERMINE IF THE STUDENTS HAVE GAINED AN UNDERSTANDING OF THE COURSE CONTENT. THE MATERIAL IS TO BE USED BY THE TEACHER IN DIRECTING THE 20 HOURS OF INDIVIDUAL STUDENT STUDY. THE TEACHER SHOULD BE A JOURNEYMAN ELECTRICIAN AND THE STUDENTS WILL USUALLY BE JOURNEYMEN OR APPRENTICES EMPLOYED IN THE ELECTRICAL TRADE. THE STUDENT ASSIGNMENT BOOK IS VT 000 323. A STUDY GUIDE (VT 000 325) AND AN INSTRUCTOR'S BOOK (VT 000 326) ARE ALSO AVAILABLE TO DIRECT THE ELECTRICIAN'S STUDY OF ELECTRICAL METERS. (HC)

VT 000 325
WYKES, MURRAY L.
USE OF ELECTRIC METERS, ASSIGNMENT BOOK .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL DIV.
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE ELECTRIC INDUSTRY
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($1.35).
PUB DATE - FEB61 65P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION; APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE FOR INDIVIDUAL STUDENT USE IN THE STUDY OF ELECTRIC METERS WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS TO DEVELOP AN UNDERSTANDING OF ELECTRIC METERS AND THEIR USE IN TEST INSTRUMENTS. ASSIGNMENT SHEETS ARE USED TO DIRECT THE STUDENT'S STUDY OF (1) BASIC PRINCIPLES OF METERS, (2) CURRENT AND VOLTAGE MEASUREMENT, (3) RESISTANCE MEASUREMENT, (4) POWER MEASUREMENT, (5) INSTRUMENTS FOR USE AT POWER, AUDIO, AND R-F FREQUENCIES, (6) MULTI-RANGE AND MULTI-FUNCTION INSTRUMENTS, (7) VACUUM-TUBE VOLTMETERS, (8) METER APPLICATIONS, AND (9) ELECTRICAL TESTS AND MEASUREMENTS. THE ASSIGNMENT SHEETS GIVE INTRODUCTORY INFORMATION, REFERENCES, SUPPLEMENTARY INFORMATION, AND STUDY QUESTIONS. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT UNDER TEACHER DIRECTION FOR 30 HOURS. THE TEACHER SHOULD BE A JOURNEYMAN ELECTRICIAN AND THE STUDENTS WILL USUALLY BE JOURNEYMEN OR APPRENTICES EMPLOYED IN THE ELECTRICAL TRADE. "USE OF ELECTRIC METERS, INSTRUCTOR'S BOOK" (VT 000 326) PROVIDES ANSWERS TO THE STUDY QUESTIONS. A STUDY GUIDE (VT 000 323) AND AN INSTRUCTOR'S BOOK (VT 000 324) ARE ALSO AVAILABLE TO DIRECT THE ELECTRICIAN'S STUDY OF THE MATHEMATICS OF CONDUIT BENDING. (HC)

VT 000 326
WYKES, MURRARY L.
USE OF ELECTRIC METERS, INSTRUCTOR'S BOOK .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL DIV.
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE ELECTRIC INDUSTRY
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.00).
PUB DATE - MAY61 78P.

DESCRIPTORS - *TEACHING GUIDES; ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; ADULT VOCATIONAL EDUCATION; APPRENTICESHIPS

ABSTRACT - THIS INSTRUCTOR'S GUIDE AND ANSWER KEY IS FOR TEACHER USE IN DIRECTING INDIVIDUAL STUDENT STUDY OF ELECTRIC METERS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE COURSE OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF ELECTRIC METERS AND THEIR USE IN TEST INSTRUMENTS. THE INSTRUCTION AND ANSWER SHEETS ARE KEYED TO THE STUDENT ASSIGNMENT SHEETS AND GIVE INTRODUCTORY INFORMATION, SUGGESTIONS FOR DIRECTING STUDENT STUDY, REFERENCES, SUPPLEMENTARY INFORMATION, AND ANSWERS TO STUDY QUESTIONS. THE MATERIAL IS TO BE USED BY THE TEACHER IN DIRECTING THE 30 HOURS OF INDIVIDUAL STUDENT STUDY. THE TEACHER SHOULD BE A JOURNEYMAN ELECTRICIAN AND THE STUDENTS WILL USUALLY BE JOURNEYMEN OR APPRENTICES EMPLOYED IN THE ELECTRICAL TRADE. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF DEMONSTRATION MATERIALS, AND A FINAL COURSE EXAMINATION WITH ANSWERS. THE STUDENT ASSIGNMENT BOOK IS VT 000 325. A STUDY GUIDE (VT 000 323) AND AN INSTRUCTOR'S GUIDE (VT 000 324) ARE ALSO AVAILABLE TO DIRECT THE ELECTRICIAN'S STUDY OF THE MATHEMATICS OF CONDUIT BENDING. (HC)

VT 000 341
COCKRUM, JAMES L.
ELEMENTS OF WORK SIMPLIFICATION, INFORMATION MANUAL.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.95).

PUB DATE - OCT62 180P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *WORK SIMPLIFICATION; ADULT VOCATIONAL EDUCATION; CONFERENCES

ABSTRACT - THIS MANUAL DISCUSSES SOME COMMONLY USED TECHNIQUES AND TOOLS FOR IMPROVING INDIVIDUAL JOBS. FOR TRAINING EMPLOYEES IN A VARIETY OF JOBS, IT SHOULD BE STUDIED UNDER THE GUIDANCE OF A DISCUSSION LEADER. THE MATERIALS WERE DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE AND WERE DESIGNED FOR USE IN 12 TO 14 CONFERENCES OF ABOUT 2 HOURS EACH. SECTION ONE DISCUSSES THE HUMAN FACTORS INVOLVED IN PLANNING AND MAKING JOB IMPROVEMENTS. SECTION TWO DESCRIBES THE BASIC FIVE-STEP PATTERN TO BE APPLIED IN PLANNING AND MAKING IMPROVEMENTS IN ANY JOB. SECTION THREE DISCUSSES SOME GENERAL TOOLS WHICH CAN BE USED IN STUDYING ALMOST ANY JOB. SECTION FOUR IS CONCERNED WITH SOME SPECIAL TOOLS WHICH MAY BE USED BY PEOPLE WHO DO PAPERWORK. THE GUIDE (VT 000 283) AND THE MANUAL ARE AVAILABLE FOR $3.95 EACH. (PS)

VT 000 431
MACHINE DESIGN TECHNOLOGY, A SUGGESTED TWO-YEAR POST-HIGH SCHOOL PROGRAM . ENGINEERING TECHNOLOGY SERIES NO. 1.

ILLINOIS UNIV., URBANA. ENGINEERING TECHNOLOGY CURRICULUM ADVISORY COMMITTEE
ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION, SPRINGFIELD
DEPARTMENT OF GENERAL ENGINEERING, UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS 61801 (SINGLE COPIES WITHOUT CHARGE).
PUB DATE - JAN65 71P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MECHANICAL DESIGN TECHNICIANS; TECHNICAL EDUCATION; *POST SECONDARY EDUCATION

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE BY ADMINISTRATORS AND TEACHERS IN POST-SECONDARY 2-YEAR PROGRAMS FOR ENGINEERING TECHNICIANS IN MACHINE DESIGN. IT WAS DEVELOPED BY GRADUATE STUDENTS UNDER THE AUSPICES OF SUBJECT MATTER SPECIALISTS AS A GUIDE FOR PLANNING AND DEVELOPING PROGRAMS. INCLUDED ARE PROGRAM GUIDELINES, COURSE OUTLINES, AND FACILITY SUGGESTIONS. COURSE OUTLINES ARE GIVEN FOR MECHANICAL DRAFTING, MATERIALS OF INDUSTRY, TECHNICAL MATHEMATICS, COMMUNICATIONS, TECHNICAL PHYSICS, ORIENTATION, MECHANISMS, MANUFACTURING PROCESSES, TECHNICAL REPORTING, HYDRAULICS AND PNEUMATICS, MACHINE DESIGN, STRENGTH OF MATERIALS, ECONOMICS OF INDUSTRY, METALLURGY AND HEAT TREATMENT, DESIGN PROJECTS, AMERICAN INSTITUTIONS, INDUSTRIAL ORGANIZATION AND OPERATIONS, PSYCHOLOGY, AND HUMAN RELATIONS. EACH OUTLINE INCLUDES: (1) CREDIT HOURS, (2) COURSE DESCRIPTION, (3) INSTRUCTION PROCEDURE, (4) CONTENT OUTLINE, AND (5) SUGGESTED TEXTS AND REFERENCES. TEACHERS SHOULD BE TECHNICALLY COMPETENT AND PROFESSIONALLY ACTIVE AND STUDENTS SHOULD HAVE COMPLETED ONE PHYSICAL SCIENCE, TWO MATHEMATICS, AND THREE ENGLISH UNITS BEFORE STARTING THE PROGRAM. (EM)

VT 000 432
ELECTRONICS TECHNOLOGY, A SUGGESTED TWO-YEAR POST-HIGH SCHOOL PROGRAM. ENGINEERING TECHNOLOGY SERIES NO. 2.

ILLINOIS UNIV., URBANA. ENGINEERING TECHNOLOGY CURRICULUM ADVISORY COMMITTEE
ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION, SPRINGFIELD
PUB DATE - JUN64 74P.

DESCRIPTORS - *TECHNICAL EDUCATION; *CURRICULUM GUIDES; *ELECTRONIC TECHNICIANS; ELECTRONICS; *POST SECONDARY EDUCATION; *ENGINEERING TECHNICIANS; ASSOCIATE DEGREES

ABSTRACT - TO AID ADMINISTRATORS AND INSTRUCTORS IN DEVELOPING AN ASSOCIATE DEGREE PROGRAM IN ELECTRONIC TECHNOLOGY, THIS CURRICULUM GUIDE DESCRIBES THE GENERAL REQUIREMENTS IN THE ENGINEERING AND THE ELECTRONIC TECHNOLOGY CURRICULUMS AND SUGGESTS SOME POSSIBLE COURSE OUTLINES FOR A 2-YEAR PROGRAM. IT WAS DEVELOPED BY A NATIONAL GROUP OF SUBJECT MATTER SPECIALISTS AND COVERS INFORMATION ON FACULTY, STUDENT SELECTION, STUDENT SERVICES, COURSES, TEXTBOOKS, LABORATORY INSTRUCTION, EQUIPMENT, AND SPACE REQUIREMENTS. SUGGESTED COURSE OUTLINES ARE GIVEN FOR MECHANICAL DRAFTING, TECHNICAL MATHEMATICS, COMMUNICATION, ELECTRONICS, CIRCUITS, ORIENTATION, ELECTRONIC DRAFTING, TECHNICAL PHYSICS, ECONOMICS OF INDUSTRY, TECHNICAL REPORTING, PSYCHOLOGY AND HUMAN RELATIONS, AND INDUSTRIAL ORGANIZATION AND OPERATION. SUGGESTED REFERENCES AND TEXTS FOR EACH OUTLINE AS WELL AS A FLOOR PLAN AND EQUIPMENT INVENTORY FOR A LABORATORY ARE INCLUDED. NUMBER ONE OF THIS SERIES IS AVAILABLE AS VT 000 431 (AIM SPRING 1969). THIS PROJECT IS INTENDED TO IMPLEMENT TWO EARLIER PUBLICATIONS WHICH HAVE BEEN PROCESSED AS ED 013 313 OR VT 001 875 (AIM WINTER 1967) AND ED 013 309 OR VT 001 736 (AIM WINTER 1967). (MU)

VT 000 440
SUPERVISED STUDY GUIDE IN CABINETMAKING.

TEXAS UNIV., AUSTIN. INDUSTRIAL EDUCATION DEPT.
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($4.70 INCLUDES "UNIT TESTS FOR SUPERVISED STUDY GUIDE IN CABINETMAKING" VT 000 438 AND THIS DOCUMENT).
PUB DATE - JUL66 148P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CABINETMAKERS; GRADE 11; GRADE 12; STUDENT RECORDS; INDIVIDUAL INSTRUCTION; *COOPERATIVE EDUCATION; *CABINETMAKING

ABSTRACT - THIS STUDY GUIDE IS FOR INDIVIDUAL STUDENT USE IN COOPERATIVE TRAINING FOR JUNIORS AND SENIORS IN CABINETMAKING PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. THIS SECOND EDITION WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE AT THE STATE LEVEL. THE

CONTENT OBJECTIVE IS TO DEVELOP THE RELATED TECHNICAL KNOWLEDGE NECESSARY FOR AN ENTRY-LEVEL CABINETMAKER. THE UNITS ARE (1) GENERAL SHOPWORK, (2) CUTTING STOCK WITH HAND TOOLS, (3) ASSEMBLY WORK, (4) SHARPENING HAND TOOLS, (5) FINISH WORK, (6) BLUEPRINT READING, (7) LAYOUT, AND (8) POWER TOOLS. THE ASSIGNMENT SHEETS WITHIN EACH UNIT GIVE THE AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 2 YEARS OR 360 DIRECTED STUDY HOURS. THE TEACHER SHOULD HAVE NORMAL EDUCATION FOR HIGH SCHOOL COORDINATORS. STUDENTS SHOULD BE EMPLOYED IN COOPERATIVE PROGRAMS. SUPPLEMENTARY MATERIALS INCLUDE A PROGRESS RECORD FOR RECORDING COMPLETED JOB EXPERIENCES AND RELATED STUDY TOPICS AND A BIBLIOGRAPHY OF REQUIRED REFERENCES. AN ANSWER BOOK (VT 000 439) IS AVAILABLE FOR THE STUDY GUIDE. THIS DOCUMENT IS AVAILABLE WITH UNIT TESTS FOR SUPERVISED STUDY GUIDE IN CABINETMAKING" (VT 000 438). (HC)

VT 000 443
SUPERVISED STUDY GUIDE IN DRAFTING.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($4.00).
PUB DATE - JUL66 106P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *DRAFTSMEN; HIGH SCHOOLS; *DRAFTING; STUDENT RECORDS; INDIVIDUAL INSTRUCTION; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR INDIVIDUAL STUDENT USE IN COOPERATIVE TRAINING FOR JUNIORS AND SENIORS IN DRAFTING PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. THIS THIRD EDITION WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE AT THE STATE LEVEL. THE CONTENT OBJECTIVE IS TO DEVELOP RELATED TECHNICAL KNOWLEDGE NECESSARY FOR AN ENTRY-LEVEL DRAFTSMAN. THE UNITS ARE (1) INSTRUMENTS AND EQUIPMENT, (2) APPLIED GEOMETRY, (3) FREEHAND LETTERING AND SKETCHING, (4) ORTHOGRAPHIC PROJECTION, (5) DIMENSIONS, (6) SECTIONAL AND AUXILIARY VIEWS, (7) WORKING DRAWINGS, (8) SCREW THREADS, GEARS, AND WELDING, (9) PICTORIAL DRAWINGS, (10) PIPING DRAWINGS AND SCHEMATICS, (11) DEVELOPMENT DRAWING, (12) REVOLUTION AND ROTATION, (13) ARCHITECTURAL DRAWING, (14) STRUCTURAL DRAWING, (15) TOPOGRAPHIC MAP DRAWING, AND (16) REPRODUCTION OF DRAWINGS. THE ASSIGNMENT SHEETS WITHIN EACH UNIT GIVE THE AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 2 YEARS OR 360 DIRECTED STUDY HOURS. THE TEACHER SHOULD BE A HIGH SCHOOL COORDINATOR WITH DRAFTING KNOWLEDGE. STUDENTS SHOULD BE EMPLOYED IN COOPERATIVE PROGRAMS. SUPPLEMENTARY MATERIALS INCLUDE A PROGRESS RECORD FOR RECORDING COMPLETED JOB EXPERIENCES AND RELATED STUDY TOPICS AND A BIBLIOGRAPHY OF REQUIRED REFERENCES AND RECOMMENDED FILMS. (HC)

VT 000 514
REESE, ROBERT M.
OCCUPATIONAL WORK EXPERIENCE PROGRAM.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. DIV. OF VOCATIONAL EDUCATION
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.00).
PUB DATE - OCT64 20P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *COOPERATIVE EDUCATION; HIGH SCHOOLS; *EDUCABLE MENTALLY HANDICAPPED; *ADMINISTRATOR GUIDES; PROGRAM DEVELOPMENT

ABSTRACT - OBJECTIVES AND OPERATING PROCEDURES ARE DESCRIBED FOR A 1- OR 2-YEAR OCCUPATIONAL WORK EXPERIENCE PROGRAM TO ASSIST THE LIMITED-ABILITY STUDENT (I.Q. 75-80) TO FIND A PLACE IN EMPLOYMENT AT THE UNSKILLED OR OPERATOR LEVEL. THIS PROGRAM IS AVAILABLE TO SCHOOLS WHICH ALREADY OPERATE AT LEAST ONE APPROVED STANDARD VOCATIONAL UNIT AT THE SKILLED OR TECHNICAL OCCUPATIONAL LEVEL FOR EACH 300 STUDENTS IN GRADES 10-12 AND WHICH RECOGNIZE THE NEED TO SERVE THE LESS ABLE STUDENT. SCHOOLS CONSIDERING THIS PROGRAM MUST HAVE GUIDANCE AND TESTING SERVICES FROM GRADES 7 THROUGH 12 SO THAT THEY MAY BE ABLE TO IDENTIFY AND REFER STUDENTS. EXAMPLES OF APPROVED OCCUPATIONS ARE LISTED. DETAILS OF ORGANIZING A PROGRAM COVER SUCH ITEMS AS (1) ACQUAINTING THE SCHOOL FACULTY WITH THE PROGRAM, (2) ADVANTAGES TO STUDENTS, SCHOOL, AND EMPLOYERS, (3) SCHOOL-EMPLOYER RELATIONS, (4) SELECTION AND QUALIFICATIONS OF TEACHERS, (5) STUDENT PLACEMENT, (6) FACILITIES, AND (7) PROGRAM STANDARDS. (PA)

VT 000 550
ROARK, WILLIAM F.; PLUMMER, HARRY C.
BRICKLAYING VOCATIONAL TRAINING, INSTRUCTOR'S GUIDEL.

STRUCTURAL CLAY PRODUCTS INST., WASHINGTON, D.C.
PUB DATE - MAY65 30P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BRICKLAYERS; *BRICKLAYING; GRADE 11; GRADE 12; ANSWER KEYS; GROUP INSTRUCTION

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED FOR USE IN COURSE PLANNING BY TEACHERS OF BRICKLAYING COURSES. IT WAS PREPARED BY TEACHERS OF VOCATIONAL COURSES IN GRADES 11 AND 12. THE 11 UNITS ARE CORRELATED WITH THE "STUDENT'S TEXTBOOK" (VT 006 973), THE "STUDY GUIDE" (VT 000 551), AND "TRADE PROJECTS" (VT 006 974). THESE UNITS ARE (1) BRICK AND BRICKLAYING, (2) TOOLS AND EQUIPMENT, (3) BRICK, MORTAR, AND METAL TIES, (4) ESSENTIALS OF GOOD MASONRY CONSTRUCTION, (5) BOND, PATTERN, AND TEXTURE, (6) REINFORCED BRICK MASONRY, (7) WALL TYPES, (8) CHIMNEYS AND FIREPLACES, (9) ARCHES, (10) FLOORS AND PAVEMENTS, AND (11) ESTIMATING CLAY MASONRY. EACH UNIT GIVES OBJECTIVES, TEACHING AIDS, REFERENCES, AND LESSON GUIDELINES. THE LATTER ARE BASED ON THE FOUR-STEP TEACHING METHOD. TEACHERS SHOULD BE QUALIFIED BRICKLAYERS. THE COURSE LENGTH IS 1,200 HOURS. SUPPLEMENTARY MATERIALS INCLUDE ANSWERS TO 11 ASSIGNMENT SHEETS, A LIST OF TEACHING AIDS, AND A BIBLIOGRAPHY OF PERTINENT "TECHNICAL NOTES." (EM)

VT 000 551
ROARK, WILLIAM F.; PLUMMER, HARRY C.
BRICKLAYING VOCATIONAL TRAINING, STUDY GUIDE .

STRUCTURAL CLAY PRODUCTS INST., WASHINGTON, D.C.
PUB DATE - MAY65 45P.

DESCRIPTORS - *STUDY GUIDES; *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *BRICKLAYERS; *BRICKLAYING; GRADE 11; GRADE 12

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN VOCATIONAL BRICKLAYING COURSES IN THE SENIOR HIGH SCHOOL. IT WAS DEVELOPED BY TEACHER EDUCATORS AND PILOT TESTED IN THREE SCHOOLS. THE CONTENTS ARE 11 ASSIGNMENT SHEETS KEYED TO THE UNITS IN "BRICKLAYING VOCATIONAL TRAINING--STUDENT'S TEXTBOOK," (VT 006 973). EACH ASSIGNMENT SHEET INCLUDES OBJECTIVES, REFERENCE, STUDY QUESTIONS, AND PROBLEMS. ANSWERS TO ITEMS ON THE ASSIGNMENT SHEET ARE GIVEN IN THE "INSTRUCTOR'S GUIDE" (VT 000 550). "TRADE PROJECTS" (VT 006 974) IS ALSO RELATED. (EM)

VT 000 591
DRAFTING TECHNOLOGY, A TWO YEAR POST HIGH SCHOOL CURRICULUM.

SOWELA TECHNICAL INST., LAKE CHARLES, LA.
PUB DATE - 65 66P.

DESCRIPTORS - *CURRICULUM GUIDES; GRADE 13; GRADE 14; *DRAFTSMEN; *DRAFTING; *TECHNICAL EDUCATION; POST SECONDARY EDUCATION

ABSTRACT - THE COURSES OUTLINED IN THIS CURRICULUM HAVE BEEN ARRANGED TO PROVIDE SPECIALIZED INSTRUCTION. IT IS ORGANIZED TO PROVIDE BASIC AND TECHNICAL PREPARATION FOR JOBS IN A VARIETY OF DRAFTING POSITIONS AND IS NOT A PRE-ENGINEERING CURRICULUM. THE COURSES DESCRIBED ARE: (1) ALGEBRA, (2) TRIGONOMETRY, (3) DEVELOPMENTAL READING, (4) TYPING, (5) GENERAL CHEMISTRY, (6) MACHINE SHOP, (7) WELDING, (8) BASIC DRAFTING, (9) HEAT, LIGHT, AND SOUND MECHANICS, (10) COMPREHENSION AND RHETORIC, (11) ANALYTICS, (12) DESCRIPTIVE GEOMETRY, (13) PIPE DRAFTING, (14) SURVEYING, (15) ARCHITECTURAL DRAFTING, (16) CALCULUS, (17) SURVEY AND COMFORT AIR CONDITIONING, (18) TECHNICAL WRITING, (19) SPEECH, (20) INDUSTRIAL MECHANICS, (21) A.C. AND D.C. MACHINES, (22) MAP DRAFTING, (23) ELECTRICAL DRAFTING, (24) STRENGTH OF MATERIALS, (25) CONSTRUCTION ESSENTIALS, (26) HUMAN RELATIONS, (27) STRUCTURAL DRAFTING, (28) MACHINE DRAFTING, AND (29) AN INDUSTRIAL TECHNOLOGY SEMINAR. CREDIT HOURS, COURSE DESCRIPTIONS, MAJOR COURSE DIVISIONS, AND TEXTS OR REFERENCES ARE GIVEN FOR EACH COURSE DESCRIBED. (EM)

VT 000 592
ELECTRONICS TECHNOLOGY, A TWO YEAR POST HIGH SCHOOL CURRICULUM.

SOWELA TECHNICAL INST., LAKE CHARLES, LA.
PUB DATE - 64 77P.

DESCRIPTORS - *CURRICULUM GUIDES; *ELECTRONIC TECHNICIANS; *ELECTRONICS; *ELECTRICAL OCCUPATIONS; *POST SECONDARY EDUCATION; TECHNICAL EDUCATION

ABSTRACT - THE COURSES OUTLINED IN THIS CURRICULUM HAVE BEEN ARRANGED TO PROVIDE SPECIALIZED INSTRUCTION FOR A VARIETY OF ELECTRONIC OCCUPATIONS. THE COURSES COVER (1) ALGEBRA, (2) TRIGONOMETRY, (3) TYPING, (4) DEVELOPMENTAL READING, (5) GENERAL CHEMISTRY, (6) MACHINE SHOP, (7) WELDING, (8) DIRECT CURRENT CIRCUIT, (9) ANALYTICS, (10) ALTERNATING CURRENT CIRCUITS, (11) COMPOSITION AND RHETORIC, (12) HEAT, LIGHT, AND SOUND MECHANICS, (13) ENGINEERING DRAWING, (14) CIRCUITS, ANALYSIS, AND RCA UNITS, (15) MOTORS, GENERATORS, AND RELAYS, (16) COMMUNICATIONS, RECEIVERS, TRANSISTORS, AND REMOTE CONTROL, (17) TECHNICAL WRITING, (18) TRANSISTORS AND CIRCUITS, (19) SPEECH, (20) CALCULUS, (21) INDUSTRIAL ELECTRONICS, (22) BLUEPRINT READING, (23) CLOSED CIRCUIT TV, (24) COMPUTER FUNDAMENTALS, (25) MICROWAVE, (26) RADAR, (27) COMPUTER CIRCUITS, AND (28) AN INDUSTRIAL TECHNOLOGY SEMINAR. CREDIT HOURS, COURSE DESCRIPTIONS, MAJOR DIVISIONS OF THE COURSE, AND TEXT OR REFERENCES ARE GIVEN FOR EACH COURSE. (EM)

VT 000 596
ELECTRONIC TECHNOLOGY, A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM. (AREA VOCATIONAL EDUCATION PROGRAM SERIES, NO. 2, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C.).

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80009
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS 5.280--80009A, $1.00 EACH).
PUB DATE - MAY60 107P.

DESCRIPTORS - ELECTRONICS; *TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; *CURRICULUM GUIDES; CURRICULUM; EDUCATIONAL FACILITIES; PROGRAM DEVELOPMENT; *ELECTRONIC TECHNICIANS; INSTRUCTIONAL MATERIALS

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO AID ADMINISTRATORS, SUPERVISORS, AND TEACHERS TO PLAN, DEVELOP, AND EVALUATE PROGRAMS. TECHNICAL MATERIALS WERE PREPARED BY THE STAFF OF THE TECHNICAL INSTITUTE DIVISION OF THE OKLAHOMA STATE UNIVERSITY PURSUANT TO A U.S. OFFICE OF EDUCATION (USOE) CONTRACT. OTHER PORTIONS WERE PREPARED BY THE STAFF OF THE AREA VOCATIONAL EDUCATION BRANCH, USOE. TECHNICAL ACCURACY WAS CHECKED BY FIVE ELECTRICAL ENGINEERS. THE CURRICULUM

IS PRESENTED AND DISCUSSED, AND EACH COURSE IS OUTLINED TO INCLUDE HOURS REQUIRED, COURSE DESCRIPTIONS, OUTLINE OF MAJOR DIVISIONS, AND TEXTS AND REFERENCES. THE APPENDIX INCLUDES: (1) EXAMPLES OF INSTRUCTIONAL MATERIALS, UNITS, REPORT WRITING STANDARDS, SAMPLE LABORATORY REPORTS, AND EDUCATIONAL MATERIALS, (2) FLOORPLANS, AND (3) A LIST OF EQUIPMENT AND SUPPLIES WITH COSTS. THE INSTRUCTOR SHOULD HAVE TECHNICAL COMPETENCE, INDUSTRIAL EXPERIENCE, AND PROFESSIONAL ACUMEN. STUDENTS NEED A GOOD EDUCATIONAL BACKGROUND WITH SOME WORK IN MATHEMATICS AND SCIENCE. (SEE ALSO REVISED EDITION VT 001 736.) (EM)

VT 000 688
EFFECTIVE SPEAKING FOR SUPERVISORY PERSONNEL, LEADER'S MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
E STIM-4
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.00).
PUB DATE - 64 110P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; SUPERVISORY TRAINING; *SPEAKING; *SPEECHNSKILLS; ADULT VOCATIONAL EDUCATION; INSTRUCTIONAL AIDS

ABSTRACT - THIS TEACHING GUIDE IS FOR INSTRUCTOR USE IN PRESENTING A COURSE ON EFFECTIVE SPEAKING FOR INDUSTRIAL AND BUSINESS SUPERVISORS. IT WAS DEVELOPED BY A STATEWIDE GROUP OF INDUSTRIAL LEADERSHIP PERSONNEL AND TESTED IN A PILOT PROGRAM. LESSONS ARE: (1) KICKOFF, (2) TAKING THE BULL BY THE HORNS (THE PROCEDURE, HOW'S OUR PROGRESS), (3) PLANNING A SAFE FOUNDATION (THE VOICE, WORK FORMATION AND BREATHING), (4) MAKING YOUR STOCK PAY DIVIDENDS, (5) THE MAP THAT LEADS TO BURIED TREASURE, (6) PRESENTATION POWER, (7) WEIGHT THE DICE FOR YOU, AND (8) COMPLETION NIGHT. THE MATERIAL IS CODED TO PROVIDE THE INSTRUCTOR WITH IDEAS TO SAY IN HIS OWN WORDS OR TO QUOTE. ALSO GIVEN ARE INSTRUCTIONS FOR USE OF FLANNEL BOARD CARDS, HANDOUTS, A CHART PAD OR A BLACKBOARD. TIME SUGGESTIONS ARE GIVEN FOR EACH LESSON. IT IS SUGGESTED THAT THE 12-HOUR COURSE BE CONDUCTED IN A MINIMUM OF EIGHT SESSIONS. THE INSTRUCTOR SHOULD BE AN EXPERIENCED INDUSTRIAL SUPERVISOR, AND THE STUDENTS SHOULD BE PERSONS EMPLOYED IN INDUSTRY AS SUPERVISORS OR POTENTIAL INDUSTRIAL OR BUSINESS LEADERS. A LEARNER PORTFOLIO OF 20 HANDOUT SHEETS ($.65) AND A SERIES OF 25 FLANNEL BOARD CUT-OUTS ($4.00) ARE AVAILABLE FOR USE WITH THE COURSE. (HC)

VT 000 689 ED 016 025
REESE, ROBERT M. ; STOVER, WILBUR F.
LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, UNIT I, A UNIT OF THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
PUB DATE - JUL66 162P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; *POLICE; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS MANUAL IN A TRAINING PROGRAM FOR INSERVICE LAW ENFORCEMENT OFFICERS AND RECRUITS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF STATE LAW ENFORCEMENT TRAINING CONSULTANTS, SPECIALISTS, AND AN ADVISORY COMMITTEE AND WAS TESTED BY A SUBJECT-MATTER SPECIALIST IN A PILOT-CLASS STUDY. THE TRAINING PROGRAM IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. SOME OF THE 13 INSTRUCTIONAL UNITS, TRAINING PROCEDURES, ARE (1) PATROLLING ON FOOT DURING DAY OR NIGHT, (2) HANDLING MISDEMEANORS WITNESSED BY OFFICER, (3) HANDLING TRAFFIC ACCIDENTS, (4) TESTIFYING IN COURT, AND (5) SHOOTING A REVOLVER. EACH TRAINING PROCEDURE CONTAINS AN INTRODUCTORY STATEMENT, A LIST OF NECESSARY EQUIPMENT, GENERAL SAFETY PRACTICES, AND A DETAILED OUTLINE OF PROCEDURAL STEPS. STUDENTS ARE TO USE THE MATERIAL UNDER THE SUPERVISION OF A SELECTED AND TRAINED POLICE OFFICER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. TWENTY-SEVEN APPENDIXES CONTAIN ITEMS SUCH AS THE BILL OF RIGHTS, CANONS OF POLICE ETHICS, AND EXAMPLES OF REPORT FORMS. AN INSTRUCTOR'S MANUAL (VT 000 690), A LEARNER'S MANUAL (VT 000 692), AND AN INSTRUCTOR'S MANUAL (VT 000 693) ARE AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $2.25 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

VT 000 690 ED 016 026
REESE, ROBERT M. ; STOVER, WILBUR F.
LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, UNIT I, INSTRUCTOR'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
PUB DATE - FEB66 277P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; *POLICE; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - INSTRUCTORS MAY USE THIS MANUAL IN CONDUCTING A LAW ENFORCEMENT TRAINING PROGRAM FOR INSERVICE LAW ENFORCEMENT OFFICERS AND RECRUITS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF STATE LAW ENFORCEMENT CONSULTANTS, SPECIALISTS, AND AN ADVISORY COMMITTE AND WAS TESTED BY A SUBJECT-MATTER SPECIALIST IN A PILOT-CLASS STUDY. THE TRAINING PROGRAM IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. THIS MANUAL CONTAINS THE TRAINING PROCEDURES WHICH MAKE UP THE LEARNER'S MANUAL (VT 000 689) AND THE TEACHING GUIDES FOR EACH OF THE TRAINING PROCEDURES. TIME ALLOCATIONS FOR EACH TRAINING PROCEDURE AND INFORMATION FOR INTRODUCING AND PRESENTING EACH OUTLINED

LESSON ARE GIVEN. THE FOUR-STEP INSTRUCTION METHOD OF PREPARATION, PRESENTATION, APPLICATION OR TRYOUT, AND CHECKING OR FOLLOWUP IS SUGGESTED FOR UNITS WHICH REQUIRE STUDENT PARTICIPATION. SOME OF THE 13 UNITS ARE (1) PATROLLING ON FOOT DURING DAY OR NIGHT, (2) HANDLING MISDEMEANORS WITNESSED BY OFFICER, (3) HANDLING TRAFFIC ACCIDENTS, (4) TESTIFYING IN COURT, AND (5) SHOOTING A REVOLVER. THE INSTRUCTOR MUST BE A SELECTED AND TRAINED POLICE OFFICER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. SUPPLEMENTARY MATERIALS INCLUDE TEACHING SUGGESTIONS, AN ATTENDANCE RECORD, AND 27 APPENDIXES WITH ITEMS SUCH AS THE BILL OF RIGHTS, CANONS OF POLICE ETHICS, AND EXAMPLES OF REPORT FORMS. A LEARNER'S MANUAL (VT 000 692) AND AN INSTRUCTOR'S MANUAL (VT 000 693) ARE AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $3.25 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

VT 000 691
HUMAN RELATIONS TRAINING FOR SUPERVISORY PERSONNEL, LEADER'S MANUAL

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
E STIM-2
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.80).
PUB DATE - 65 121P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; SUPERVISORY TRAINING; *HUMAN RELATIONS; ADULT VOCATIONAL EDUCATION; INSTRUCTIONAL AIDS

ABSTRACT - THIS TEACHING GUIDE IS FOR INSTRUCTOR USE IN PRESENTING A COURSE ON HUMAN RELATIONS FOR INDUSTRIAL AND BUSINESS SUPERVISORS. IT WAS DEVELOPED BY A STATEWIDE GROUP OF INDUSTRIAL LEADERSHIP PERSONNEL AND TESTED PRIOR TO FINAL PUBLICATION. THE OBJECTIVE OF THE COURSE IS TO HELP THE NEW SUPERVISOR IMPROVE HIS SKILL IN LEADING OTHERS. THE COURSE IS DIVIDED INTO LESSONS TITLED: (1) PRESENTATION OF FOUNDATIONS OF GOOD RELATIONS, (2) IMPORTANCE OF GETTING THE FACTS, (3) WEIGHING AND DECIDING, (4) TAKING PREVENTIVE ACTION, (5) CHECK RESULTS, AND (6) A SUPERVISOR'S OTHER WORK RELATIONSHIPS. THE MATERIAL IS CODED TO PROVIDE THE INSTRUCTOR WITH IDEAS TO SAY IN HIS OWN WORDS, VERBATIM QUOTES, AND WITH INSTRUCTIONS FOR FLANNEL BOARD CARDS, HANDOUTS, A CHART PAD, OR A BLACKBOARD. IT IS RECOMMENDED THAT THE COURSE BE CONDUCTED IN FIVE 2-HOUR SESSIONS. THE INSTRUCTOR SHOULD BE AN EXPERIENCED INDUSTRIAL SUPERVISOR, AND THE STUDENTS SHOULD BE PERSONS EMPLOYED IN INDUSTRY AS SUPERVISORS OR POTENTIAL INDUSTRIAL OR BUSINESS LEADERS. A LEARNER PORTFOLIO OF 15 HANDOUT SHEETS ($.50), A SERIES OF FLANNEL BOARD CUTOUTS ($5.00) AND A TAPE RECORDING OF HUMAN RELATIONS CASES ($3.00) ARE AVAILABLE SEPARATELY FOR USE WITH THE COURSE. (HC)

VT 000 692 ED 016 027
REESE, ROBERT M., AND OTHERS
LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, UNIT II, A UNIT OF THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
PUB DATE - JUL66 96P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; *POLICE; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS MANUAL IN A LAW ENFORCEMENT TRAINING PROGRAM FOR INSERVICE LAW ENFORCEMENT OFFICERS AND RECRUITS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF LAW ENFORCEMENT TRAINING CONSULTANTS, SPECIALISTS, AND AN ADVISORY COMMITTEE AND WAS TESTED BY A SUBJECT MATTER SPECIALIST IN A PILOT-CLASS STUDY. THE PROGRAM IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. SOME OF THE 12 INSTRUCTIONAL UNITS, TRAINING PROCEDURES, ARE (1) DEALING WITH CIVIL COMPLAINTS, (2) HANDLING FIRE SCENES, TRAFFIC CONGESTION, SUSPICIOUS PERSONS, AND DEAD-ON-ARRIVAL, AND (3) ADMINISTERING EMERGENCY CARE--FIRST AID. EACH TRAINING PROCEDURE CONTAINS AN INTRODUCTORY STATEMENT, A LIST OF NECESSARY EQUIPMENT, GENERAL SAFETY PRACTICES, AND A DETAILED OUTLINE OF PROCEDURAL STEPS. STUDENTS ARE TO USE THE MATERIAL UNDER THE SUPERVISION OF A SELECTED AND TRAINED POLICE OFFICER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. NINETEEN APPENDIXES CONTAIN FORMATIONS TO DISPERSE GATHERINGS, DEFENSE TECHNIQUES, COMMERCIAL RESTRAINT DEVICES, EXAMPLES OF REPORT FORMS, AND SOURCES OF PREPARED CRIME-PREVENTION MATERIALS. AN INSTRUCTOR'S MANUAL (VT 000 693), A UNIT-ONE LEARNER'S MANUAL (VT 000 689), AND AN INSTRUCTOR'S MANUAL (VT 000 690) ARE AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $2.25 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

VT 000 693 ED 016 028
REESE, ROBERT M., AND OTHERS
LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, UNIT II, INSTRUCTOR'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
PUB DATE - DEC65 163P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; *POLICE; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - INSTRUCTORS MAY USE THIS MANUAL IN CONDUCTING A TRAINING PROGRAM FOR INSERVICE LAW ENFORCEMENT OFFICERS AND RECRUITS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF STATE LAW ENFORCEMENT CONSULTANTS, SPECIALISTS, AND AN ADVISORY COMMITTEE AND WAS TESTED BY A SUBJECT-MATTER SPECIALIST IN PILOT-CLASS

STUDY. THE TRAINING PROGRAM IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. THIS MANUAL CONTAINS THE TRAINING PROCEDURES WHICH MAKE UP THE LEARNER'S MANUAL (VT 000 692) AND THE TEACHING GUIDES FOR EACH PROCEDURE. EACH GUIDE CONTAINS TIME ALLOCATIONS AND INFORMATION FOR INTRODUCING AND PRESENTING THE LESSONS. THE FOUR STEP INSTRUCTIONAL METHOD OF PREPARATION, PRESENTATION, APPLICATION OR TRYOUT, AND CHECKING OR FOLLOWUP IS SUGGESTED FOR UNITS WHICH REQUIRE STUDENT PARTICIPATION. SOME OF THE 12 PROCEDURES, UNITS, ARE (1) DEALING WITH CIVIL COMPLAINTS, (2) HANDLING FIRE SCENES, TRAFFIC CONGESTION, AND SUSPICIOUS PERSONS, AND (3) ADMINISTERING EMERGENCY CARE--FIRST AID. THE INSTRUCTOR MUST BE A SELECTED AND TRAINED POLICE OFFICER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. THE 19 APPENDIXES INCLUDE ITEMS SUCH AS DIAGRAMS OF FORMATIONS TO DISPERSE GATHERINGS, DRAWINGS OF COMMERCIAL RESTRAINT DEVICES, ILLUSTRATIONS OF DEFENSE TACTICS, SAMPLE REPORT FORMS, TERMS COMMONLY USED IN CIVIL PROCESS SERVICE, AND SOURCES OF CRIME PREVENTION MATERIALS. THE UNIT-ONE LEARNER'S MANUAL (VT 000 689) AND INSTRUCTOR'S MANUAL (VT 000 690) ARE AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $2.25 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

VT 000 698
MACHINE TRADES II, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
MTLM-2
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.35).
PUB DATE - 65 337P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; HIGH SCHOOLS; APPRENTICESHIPS; POST SECONDARY EDUCATION; TESTS

ABSTRACT - THE ASSIGNMENT SHEETS IN THIS STUDY GUIDE WERE DEVELOPED TO ASSIST APPRENTICES, VOCATIONAL HIGH SCHOOL AND POST-HIGH SCHOOL STUDENTS IN PREPARATORY PROGRAMS FOR THE MACHINE TRADES WITH THE STUDY OF RELATED TECHNICAL INFORMATION AND TO ASSIST THE TEACHER IN PRESENTING THE MATERIAL USING GROUP OR INDIVIDUAL INSTRUCTION METHODS. THE MATERIAL WAS DEVELOPED BY A STATE-WIDE COMMITTEE OF TEACHER EDUCATORS, STATE AND LOCAL SUPERVISORS, INSTRUCTORS, AND SUBJECT MATTER SPECIALISTS. THE UNITS OF INSTRUCTION ARE: (1) SHAPER WORK, (2) MILLING MACHINE WORK, (3) PLANER WORK, (4) GRINDER WORK, (5) METALLURGY, (6) HEAT TREATING, AND (7) GEARS AND GEARING. EACH UNIT CONTAINS ASSIGNMENT SHEETS WITH OBJECTIVES, TEXTBOOK REFERENCES, AND STUDY QUESTIONS AND OBJECTIVE-TYPE REVIEW TEST. THE MATERIAL IS DESIGNED FOR USE BY TEACHERS WHO ARE SKILLED TRADESMEN. A SUPPLEMENTAL MANUAL, "BASIC INSTRUCTIONAL UNITS FOR THE MACHINES TRADES" (VT 000 719), PROVIDES OUTLINES OF MANIPULATIVE-PREPARATORY STEPS AND BASIC AND SUPPLEMENTARY MANIPULATIVE OPERATIONS CORRELATED TO THIS STUDY GUIDE. ANSWERS TO THE STUDY GUIDE AND REVIEW QUESTIONS ARE AVAILABLE IN "MACHINE TRADES II, ANSWER BOOK" (VT 000 696). (HC)

VT 000 699
MACHINE TRADES JOBS AND JOB SHEETS, SERIES 100.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.75).
PUB DATE - FEB66 138P.

DESCRIPTORS - *WORKSHEETS; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; HIGH SCHOOLS; POST SECONDARY EDUCATION; APPRENTICESHIPS; ASSIGNMENTS

ABSTRACT - DETAILED WORKING DRAWINGS AND JOB SHEETS FOR 24 JOBS ARE PRESENTED IN THIS MANUAL FOR USE IN HIGH SCHOOL, POST-HIGH SCHOOL, OR APPRENTICESHIP MACHINE TRADES TRAINING PROGRAMS. THE MATERIAL WAS DEVELOPED BY A STATE-WIDE COMMITTEE OF TEACHER EDUCATORS, SUBJECT MATTER SPECIALISTS, INSTRUCTORS, AND STATE AND LOCAL SUPERVISORS. THE PURPOSE OF THE MANUAL IS TO ASSIST THE INSTRUCTOR IN PLANNING JOB ASSIGNMENTS AND TO PROVIDE THE STUDENT WITH THE NECESSARY INFORMATION AND INSTRUCTIONS TO CARRY OUT A COMPLETE TRADE JOB. THE JOB SEQUENCE PROGRESSES FROM THE SIMPLE AND LESS COMPLEX OPERATIONS TO THE MORE COMPLEX AND INCLUDES REPETITIVE PRACTICE FOR DEVELOPING THE DESIRED SKILLS AND TEACHING LOGICAL AND SEQUENTIAL ORDER NECESSARY FOR SUCCESS ON THE JOB. THE DRAWINGS ARE PRINTED ON VELLUM PAPER SO THAT BLUEPRINTS CAN BE MADE FOR SHOP USE. AN OPERATION CHART RELATES VARIOUS BENCH AND MACHINE OPERATIONS TO THE JOBS PRESENTED TO ASSIST THE INSTRUCTOR IN SELECTING THE MOST SUITABLE JOB FOR AN INDIVIDUAL STUDENT. INDIVIDUAL COPIES OF EACH JOB ARE AVAILABLE PACKAGED IN SEPARATE ENVELOPES. THE INSTRUCTOR SHOULD BE A SKILLED TRADESMAN. (HC)

VT 000 700
HANDBOOK FOR TRADE AND INDUSTRIAL TEACHERS. STUDY GUIDES 1 AND 2 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-1-2
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 65 145P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *TEACHING; *TEACHER EDUCATION; INSERVICE TEACHER EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY

TRADE AND INDUSTRIAL TEACHERS IN INSERVICE TEACHER EDUCATION. IT WAS DEVELOPED BY TEACHER EDUCATORS TO IMPROVE THE TEACHING AND EVALUATION TECHNIQUES OF INDIVIDUAL TEACHERS. UNITS IN PART I ARE: (1) AN INTRODUCTION TO TRADE AND INDUSTRIAL TEACHING, (2) PLANNING YOUR WORK AS AN INSTRUCTOR, (3) THE TEACHING STEPS, (4) TEACHING AND WORKING RELATIONSHIPS, (5) PLANNING FOR YOUR TEACHING, (6) PLANNING FOR YOUR CLASSES--IN THE SHOP, AND (7) PLANNING FOR YOUR CLASSES--IN THE RELATED ROOM. UNITS IN PART II ARE: (1) THE NATURE OF VOCATIONAL TEACHING, (2) SELECTING AND ORGANIZING TEACHING CONTENT, (3) PLANNING AND PREPARING FOR A LESSON, (4) PRESENTING THE LESSON, (5) HELPING LEARNERS TO DEVELOP SKILL, (6) HELPING LEARNERS ACQUIRE INFORMATION, (7) CHECKING INSTRUCTION AND EVALUATING LEARNER PROGRESS, (8) PROVIDING FOR INDIVIDUAL DIFFERENCES, AND (9) UNDERSTANDING THE LEARNER. ASSIGNMENT SHEETS FOR SOME UNITS PROVIDE STUDY QUESTIONS AND PROGRESS RECORDS. (EM)

VT 000 701
SHARROCK, WALTER J.; SMILGES, ROBERT S.
BASIC HYDRAULICS, LEARNER'S MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
E HYLM-1
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.00).
PUB DATE - 66 94P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *HYDRAULICS; OCCUPATIONAL CLUSTERS; ADULT VOCATIONAL NEDUCATION; *ANSWER KEYS; EQUIPMENT MAINTENANCE; STUDENT PROJECTS; ILLUSTRATIONS

ABSTRACT - THIS STUDY GUIDE IS DESIGNED TO ASSIST THE LEARNER IN THE STUDY OF BASIC FUNDAMENTALS AND APPLICATIONS OF HYDRAULICS. IT WAS DEVELOPED BY A STATE-WIDE INSTRUCTIONAL MATERIALS COMMITTEE AND REVISED BY SUBJECT MATTER SPECIALISTS. THE CONTENT OBJECTIVE IS TO DEVELOP UNDERSTANDING OF THE RELATED TECHNICAL KNOWLEDGE REQUIRED IN THE HYDRAULICS FIELD. SOME OF THE 25 ASSIGNMENT SHEETS ARE: (1) HYDRAULICS PRINCIPLES, (2) APPLIED PHYSICS, (3) DIRECTIONAL CONTROL, (4) BASIC CIRCUITS, (5) HEAT EXCHANGERS, AND (6) CIRCUIT DIAGRAM EXERCISES. ASSIGNMENT SHEETS WHICH ARE KEYED TO THREE BASIC REFERENCE BOOKS PROVIDE THE LEARNER WITH ASSIGNMENT OBJECTIVES, RELATED INFORMATION, AND QUESTIONS OR EXERCISES. TEACHERS USING THE MATERIAL SHOULD BE COMPETENT IN HYDRULICS AND STUDENTS SHOULD BE PREPARING TO ENTER THE FIELD OF HYDRAULICS. SUPPLEMENTARY MATERIALS INCLUDE A GLOSSARY OF HYDRAULIC TERMS AND A LIST OF STANDARD SYMBOLS USED IN HYDRAULIC DIAGRAMS. ANSWERS TO THE STUDY QUESTIONS AND EXERCISES ARE GIVEN IN "BASIC HYDRAULICS, ANSWERS" WHICH IS AVAILABLE FOR $.70 FROM THE ABOVE SOURCE. (HC)

VT 000 703
SCHOOL BUS DRIVING, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.00).
PUB DATE - MAR66 87P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; BUS DRIVERS; *DRIVER EDUCATION; *STUDENT TRANSPORTATION; MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS LEARNER'S MANUAL IS FOR STUDENT USE IN AN ADULT EXTENSION COURSE. IT WAS DEVELOPED BY A COMMITTEE OF TRANSPORTATION SPECIALISTS AND INSTRUCTORS FOR USE IN OHIO. THE UNIT ON PRE-DRIVING FUNDAMENTALS INCLUDES DISCUSSION ON ESSENTIAL QUALITIES FOR A SUCCESSFUL BUS DRIVER, RELATIONSHIPS WITH PARENTS AND PUPILS, AND STATE REGULATIONS. THE UNIT ON DRIVING FUNDAMENTALS HAS PROCEDURE SHEETS WHICH PRESENT INTRODUCTORY INFORMATION, TOOLS AND EQUIPMENT, STEPS, AND KEY POINTS OF SUCH PROCEDURES AS STARTING ENGINE, SHIFTING GEARS, EMERGENCY EVACUATION, AND DAILY BUS INSPECTION. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION. THE TEACHER SHOULD BE A QUALIFIED SCHOOL BUS DRIVER AND STUDENTS SHOULD BE EMPLOYED AS SCHOOL BUS DRIVERS. SUPPLEMENTARY MATERIALS INCLUDE (1) MEDICAL EXAMINATION FORMS, (2) A BUS TIME SCHEDULE, (3) A JOB APPLICATION FORM, (4) A DRIVER'S MONTHLY REPORT, (5) A VEHICLE ACCIDENT REPORT FORM, (6) A DISCIPLINE REPORT FORM, (7) INFORMATION SHEETS RELATIVE TO ADVERSE DRIVING CONDITIONS, AND (8) AN EXAMINATION ON OHIO RULES AND REGULATIONS FOR SAFE PUPIL TRANSPORTATION. (EM)

VT 000 704
UNDERSTANDING RADIO, INSTRUCTOR'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.28).
PUB DATE - 64 90P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *RADIO; HIGH SCHOOLS; APPRENTICESHIPS; POST SECONDARY EDUCATION; *ANSWER KEYS

ABSTRACT - THIS GUIDE PRESENTS AN ABBREVIATED COURSE OUTLINE TO AID IN TEACHING RELATED TECHNICAL INFORMATION FOR THE RADIO TRADES IN VOCATIONAL HIGH SCHOOL, APPRENTICESHIP, OR POST-HIGH SCHOOL PROGRAMS. THE MATERIAL WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TEACHER-EDUCATORS, STATE AND LOCAL SUPERVISORS, AND INSTRUCTORS AND HAD EXTENSIVE CLASSROOM VALIDATION. SOME OF THE 26 UNITS ARE (1) RADIO WAVES AND WAVE TRAVEL, (2) PRINCIPLES OF A VACUUM TUBE, (3) ALTERNATING CURRENTS IN RADIO CIRCUITS, (4) POWER SUPPLIES, (5) THE SUPERHETERODYNE RECEIVER, AND (6) FREQUENCY MODULATION. THE CONTENT OF EACH LESSON OUTLINE IS ARRANGED

WITH KEY POINTS OR INSTRUCTIONAL TASKS IN ONE COLUMN AND RELATED REFERENCES FROM TWO TEXTBOOKS, INSTRUCTIONAL AIDS, ASSIGNMENT SHEET NUMBERS, AND AN EQUIPMENT LIST IN A PARALLEL COLUMN. ANSWERS ARE INCLUDED FOR THE ASSIGNMENT SHEETS WHICH ARE FOR "UNDERSTANDING RADIO, LEARNER'S MANUAL" (VT 000 705). THE TEACHER USING THIS MATERIAL IN GROUP INSTRUCTION SHOULD BE A SKILLED TRADESMAN. THE STUDENTS SHOULD BE PLANNING TO ENTER OR PRESENTLY WORKING IN AN ELECTRICAL TRADE. (HC)

VT 000 705
UNDERSTANDING RADIO, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.60).
PUB DATE - 65 157P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *RADIO; HIGH SCHOOLS; APPRENTICESHIPS; POST SECONDARY EDUCATION

ABSTRACT - THIS STUDY GUIDE PRESENTS ASSIGNMENT SHEETS TO ASSIST THE VOCATIONAL HIGH SCHOOL, APPRENTICESHIP, OR POST-HIGH SCHOOL STUDENT IN THE RELATED TECHNICAL STUDY OF RADIO FUNDAMENTALS. THE MATERIAL WAS DEVELOPED BY A STATE-WIDE COMMITTEE OF TEACHER-EDUCATORS, STATE AND LOCAL SUPERVISORS, AND INSTRUCTORS. IT HAS HAD EXTENSIVE CLASSROOM VALIDATION. THE 62 ASSIGNMENT SHEETS ARE CORRELATED WITH THE UNITS OF INSTRUCTION AS OUTLINED IN "UNDERSTANDING RADIO, INSTRUCTOR'S MANUAL" (VT 000 704). UNITS INCLUDE RADIO WAVES AND WAVE TRAVEL, OHMS LAW BY SIMPLE MATHEMATICS, DETECTORS, RESONANCE AND TUNING, SHORT WAVE SETS, AND FREQUENCY MODULATION. EACH SHEET PROVIDES OBJECTIVES, AN ASSIGNMENT FROM THE TEXTBOOK "UNDERSTANDING RADIO," QUESTIONS, AND TECHNICAL TERMS FOR DEFINITION. THESE ASSIGNMENTS ARE DESIGNED TO BE USED FOR INDIVIDUAL INSTRUCTION OR TO DIRECT STUDENT STUDY AFTER GROUP INSTRUCTION. THE STUDENTS SHOULD BE PLANNING TO ENTER OR PRESENTLY WORKING IN THE ELECTRICAL TRADES. THE TEACHER SHOULD BE A SKILLED TRADESMAN. ANSWERS TO THE QUESTIONS ARE GIVEN IN THE INSTRUCTOR'S MANUAL. (HC)

VT 000 706
ELECTRIC LINEMAN, LEARNER'S MANUAL - SERIES 100 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
ELTL-8
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.82).
PUB DATE - 66 207P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY STUDENTS EMPLOYED AS ELECTRICAL LINEMEN. IT WAS DEVELOPED BY A STATE AND NATIONAL COMMITTEE AND SUBJECT MATTER SPECIALISTS. A SERIES OF 45 JOB TRAINING PROCEDURES AND 54 ASSIGNMENT SHEETS IS DESIGNED TO ASSIST THE BEGINNING LINEMAN IN LEARNING THE PROPER JOB PROCEDURES AND THE RELATED TECHNICAL INFORMATION OF THE LINE CRAFT. A RECOMMENDED STEP-BY-STEP PROCEDURE WITH SAFETY PRECAUTIONS AND KEY POINTS FOR ITS COMPLETION IS GIVEN FOR EACH JOB. EACH ASSIGNMENT SHEET PROVIDES A STUDY GUIDE TO THE MOST ESSENTIAL INFORMATION FROM THE ASSIGNED REFERENCES. THE JOB PROCEDURES INCLUDE SUCH JOBS AS (1) HANDLING POLES, (2) DIGGING POLE HOLES, (3) FRAMING POLES, (4) INSTALLING ANCHORS, (5) SPLICING CONDUCTORS, AND (6) INSTALLING METERS AND SERVICES. A LIST OF TOOLS AND EQUIPMENT CONTAINS PHOTOGRAPHS AND BRIEF NOTES ABOUT THEIR USE. OTHER DOCUMENTS ARE VT 000 708, VT 000 710, AND VT 000 712. (PA)

VT 000 708
ELECTRIC LINEMAN, LEARNER'S MANUAL - SERIES 200 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
ELTL-9
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.88).
PUB DATE - 58 231P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY STUDENTS EMPLOYED AS ELECTRICAL LINEMEN. IT WAS DEVELOPED BY A STATE AND NATIONAL COMMITTEE AND SUBJECT MATTER SPECIALISTS. A SERIES OF 55 JOB TRAINING PROCEDURES AND 56 ASSIGNMENT SHEETS IS DESIGNED TO ASSIST PERSONS IN LEARNING THE PROPER PROCEDURES AND THE RELATED TECHNICAL INFORMATION OF THE LINE CRAFT. A RECOMMENDED STEP-BY-STEP PROCEDURE WITH SAFETY PRECAUTIONS AND KEY POINTS FOR ITS COMPLETION, ARE GIVEN FOR EACH JOB. THE ASSIGNMENT SHEETS PROVIDE STUDY GUIDES FOR THE MOST ESSENTIAL INFORMATION BASED ON THE ASSIGNED REFERENCES. THE JOBS INCLUDE (1) GROUNDING OF TRUCKS, (2) DIGGING HOLES BY MECHANICAL MEANS, (3) POLE CLIMBING TECHNIQUES, (4) INSTALLING CROSSARMS, (5) TYING IN CONDUCTORS, AND (6) INSTALLING PROTECTIVE GROUNDS. OTHER RELATED DOCUMENTS ARE VT 000 706, VT 000 710, AND VT 000 712. (PA)

VT 000 710
ELECTRIC LINEMAN, LEARNER'S MANUAL - SERIES 300 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
ELTL-10
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS,

OHIO 43210 ($1.50).
PUB DATE - 66 137P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY STUDENTS EMPLOYED AS ELECTRICAL LINEMEN. IT WAS DEVELOPED BY A STATE AND NATIONAL COMMITTEE AND SUBJECT MATTER SPECIALISTS. A SERIES OF 21 JOB TRAINING PROCEDURES AND 29 ASSIGNMENT SHEETS WAS PREPARED TO ASSIST PERSONS IN LEARNING THE PROPER JOB PROCEDURES AND THE RELATED TECHNICAL INFORMATION OF THE LINE CRAFT. FOR EACH JOB, THERE IS A RECOMMENDED STEP-BY-STEP PROCEDURE ALONG WITH SAFETY PRECAUTIONS AND THE KEY POINTS FOR ITS COMPLETION. EACH ASSIGNMENT SHEET PROVIDES A STUDY GUIDE FOR THE MOST ESSENTIAL INFORMATION BASED ON THE ASSIGNED REFERENCES. TRAINING PROCEDURES ARE GIVEN FOR SUCH JOBS AS (1) POLE TOP RESCUE, (2) SAGGING CONDUCTORS, (3) INSTALLING TRANSFORMERS, (4) LIGHTNING ARRESTERS, (5) SWITCHES, (6) INSTALLING REGULATORS, AND (7) ENERGIZING AND DE-ENERGYZING LINES. OTHER RELATED DOCUMENTS ARE VT 000 706, VT 000 708, AND VT 000 712. (PA)

VT 000 712
ELECTRIC LINEMAN, LEARNER'S MANUAL - SERIES 400 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
ELTA-11
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INDUSTRIAL MATERIALS LABORATORY, OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.75).
PUB DATE - 62 201P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY STUDENTS EMPLOYED AS ELECTRICAL LINEMEN. IT WAS DEVELOPED BY A STATE AND NATIONAL COMMITTEE AND SUBJECT MATTER SPECIALIST. TRAINING PROCEDURES FOR 30 JOBS AND 41 ASSIGNMENT SHEETS WERE PREPARED TO ASSIST A PERSON IN LEARNING THE PROPER JOB PROCEDURES AND THE RELATED TECHNICAL INFORMATION OF THE LINE CRAFT. FOR EACH JOB, THERE IS A RECOMMENDED STEP-BY-STEP PROCEDURE PLUS SAFETY PRECAUTIONS AND KEY POINTS FOR ITS COMPLETION. EACH ASSIGNMENT SHEET PROVIDES A STUDY GUIDE FOR ESSENTIAL INFORMATION BASED ON THE ASSIGNED REFERENCES. PROCEDURES COVER SUCH JOBS AS (1) TESTING FOR POLARITY, (2) USE AND OPERATION OF THE TRANSIT, (3) INSTALLING CAPACITOR, (4) SUBSTATION OPERATION, (5) TROUBLE SHOOTING, (6) TESTING, AND (7) MOVING THE ENERGIZED POLE LINE. OTHER RELATED DOCUMENTS ARE VT 000 706, VT 000 708, AND VT 000 710. (PA)

VT 000 714
ELECTRONICS, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.05).
PUB DATE - 66 112P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRONICS; HIGH SCHOOLS; APPRENTICESHIPS; POST SECONDARY EDUCATION; TESTS

ABSTRACT - THIS STUDY GUIDE WAS DESIGNED TO ASSIST THE VOCATIONAL HIGH SCHOOL, APPRENTICESHIP, OR POST-HIGH SCHOOL STUDENT IN INDIVIDUAL STUDY OF RELATED TECHNICAL INFORMATION IN ELECTRONICS. THE MATERIAL WAS DEVELOPED BY A STATE-WIDE COMMITTEE OF LOCAL SUPERVISORS AND INSTRUCTORS. AN ASSIGNMENT OUTLINE PRESENTS 21 LESSON TITLES WITH READING AND PROBLEM ASSIGNMENTS KEYED TO NADON AND GELMINE, "INDUSTRIAL ELECTRICITY," (VAN NOSTRAND, 1951) SUPPLEMENTAL INFORMATION SHEETS, AND WORK SHEETS CONTAINING STUDY QUESTIONS. SOME LESSON TITLES ARE (1) POWER SUPPLIES, (2) AMPLIFIERS, (3) OSCILLATORS, (4) PHOTOSENSITIVE DEVICES, (5) MOTOR CONTROL, AND (6) TEST EQUIPMENT. STUDY TECHNIQUES FOR THE USE OF THIS MANUAL ARE SUGGESTED. THE STUDENT SHOULD HAVE A KNOWLEDGE OF BASIC ELECTRICITY AND BE PLANNING TO ENTER OR PRESENTLY WORKING IN ELECTRONICS OR APPLIED AREAS. THE INSTRUCTOR SHOULD BE A SKILLED TRADESMAN. (EC)

VT 000 715
PLUMBING RELATED COURSE FOR APPRENTICES, PART I, SECOND EDITION, LEARNER'S MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
PLUM-1
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.25).
PUB DATE - 66 101P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PLUMBERS; ADULT VOCATIONAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE IS FOR APPRENTICE USE IN THE STUDY OF RELATED TECHNICAL INFORMATION FOR THE PLUMBING TRADE. IT WAS DEVELOPED THROUGH CONSULTATION WITH TRADE COMMITTEES AND HAS BEEN REVISED BY SUBJECT MATTER SPECIALISTS. THE MATERIAL IS DESIGNED TO ENABLE INSTRUCTION TO BE GIVEN ON AN INDIVIDUAL OR GROUP BASIS WITHOUT A RIGID TIMETABLE. ASSIGNMENT SHEETS ARE USED TO PROVIDE THE APPRENTICE WITH LESSON OBJECTIVES, READING ASSIGNMENTS KEYED TO EIGHT REFERENCES, AND STUDY QUESTIONS. SOME OF THE 57 ASSIGNMENT SHEETS ARE (1) PRIVATE SEWAGE DISPOSAL, (2) HOUSE DRAINS, (3) VENTILATION OF PLUMBING SYSTEMS, (4) WIPING JOINTS AND LEAD WORK, (5) MUNICIPAL WATER SUPPLY, (6) DOMESTIC HOT WATER SUPPLY, (7) WATER CLOSETS, AND (8) BATHTUBS AND SHOWER BATHS. FIVE REVIEW TESTS ARE SPACED THROUGHOUT THE STUDY GUIDE TO ENABLE THE APPRENTICE TO EXAMINE HIS KNOWLEDGE OF

INFORMATION COVERED IN PREVIOUS ASSIGNMENTS. THE TEACHER DIRECTING THE STUDY OF APPRENTICES SHOULD BE A JOURNEYMAN OF THE TRADE. AN ANSWER BOOKLET ENTITLED, "PLUMBING I," WHICH IS KEYED TO THE ASSIGNMENT SHEET QUESTIONS, MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (HC)

VT 000 717
SCHAEFER, CARL J.
PLUMBING RELATED COURSE FOR APPRENTICES, PART II, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
PLUM-2
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.25).
PUB DATE - 62 96P.

DESCRIPTORS - *STUDY GUIDES; SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *PLUMBERS; *PLUMBING; ADULT VOCATIONAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS GUIDE IS FOR APPRENTICE USE IN THE STUDY OF RELATED TECHNICAL INFORMATION FOR THE PLUMBING TRADE. IT WAS DEVELOPED THROUGH CONSULTATION WITH TRADE COMMITTEES AND HAS BEEN REVISED BY SUBJECT MATTER SPECIALISTS. THE MATERIAL IS DESIGNED TO ENABLE INSTRUCTION TO BE GIVEN ON AN INDIVIDUAL OR GROUP BASIS WITHOUT A RIGID TIME TABLE. ASSIGNMENT SHEETS ARE USED TO PROVIDE THE APPRENTICE WITH LESSON OBJECTIVES, READING ASSIGNMENTS KEYED TO SIX REFERENCES, AND STUDY QUESTIONS. SOME OF THE 51 ASSIGNMENT SHEETS ARE: (1) CARPENTRY AND OFFSETS, (2) TAKING OFF QUANTITIES, (3) USING SPECIFICATIONS AND TAKING OFF QUANTITIES, (4) BOILERS, (5) VAPOR HEATING, (6) VACUUM SYSTEMS, (7) UNIT HEATERS, AND (8) RADIANT HEAT. FOUR REVIEW TESTS ARE SPACED THROUGHOUT THE STUDY GUIDE TO ENABLE THE APPRENTICE TO EXAMINE HIS KNOWLEDGE OF INFORMATION COVERED IN PREVIOUS ASSIGNMENTS. THE TEACHER DIRECTING THE STUDY OF APPRENTICES SHOULD BE A JOURNEYMAN OF THE TRADE. THE MATERIAL IN THIS DOCUMENT IS A CONTINUATION OF "PLUMBING RELATED COURSE FOR APPRENTICES, PART I, SECOND EDITION, LEARNER'S MANUAL" (VT 000 715, AIM SUMMER 1969) AND INVOLVES THE APPLICATION OF INFORMATION COVERED IN THAT DOCUMENT. (HC)

VT 000 718
CUSTODIAL TRAINING.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.25).
PUB DATE - FEB66 195P.

DESCRIPTORS - *TEXTBOOKS; *REFERENCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *JANITORS; *SCHOOL MAINTENANCE; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS RESOURCE REFERENCE IS FOR TEACHER AND STUDENT USE IN ADULT EXTENSION COURSES IN CUSTODIAL TRAINING. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF BUILDING SUPERVISORS AND TRADE AND INDUSTRIAL CONSULTANTS. CHAPTERS ARE (1) WORK SCHEDULES, (2) OPERATIONAL TASKS, (3) FLOOR TYPES AND CARE, (4) FLOOR MAINTENANCE MATERIAL, (5) CARE OF MAINTENANCE EQUIPMENT AND MATERIALS, (6) PURCHASING MAINTENANCE MATERIALS AND EQUIPMENT, AND (7) MAINTENANCE AND INSPECTION OF SEWAGE TREATMENT PLANTS. INTRODUCTORY INFORMATION AND DETAILED PROCEDURAL INSTRUCTIONS ARE GIVEN FOR EACH CHAPTER. THE TEACHER SHOULD BE A QUALIFIED AND EXPERIENCED CUSTODIAN AND STUDENTS SHOULD BE EMPLOYED AS CUSTODIANS. THE DOCUMENT CONTAINS LINE DRAWINGS AND PHOTOGRAPHS. SUPPLEMENTARY MATERIALS INCLUDE A BIBLIOGRAPHY OF BOOKS, MANUALS, AND BULLETINS AND 15 WORK SHEETS FOR THE INDIVIDUAL LEARNER. (EM)

VT 000 719
BASIC INSTRUCTIONAL UNITS FOR THE MACHINE TRADES, TO ACCOMPANY MACHINE TRADES I AND II, LEARNER'S MANUALS.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
MTIM-4
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.96).
PUB DATE - 66 53P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; HIGH SCHOOLS; APPRENTICESHIPS; POST SECONDARY EDUCATION; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - THE UNIT OUTLINES IN THIS GUIDE ARE DESIGNED TO ASSIST TEACHERS IN PLANNING COURSES FOR PREPARATORY PROGRAMS FOR APPRENTICES, VOCATIONAL HIGH SCHOOL AND POST-HIGH SCHOOL STUDENTS. THE MATERIALS WERE DEVELOPED BY A STATE-WIDE COMMITTEE OF INSTRUCTORS, TEACHER EDUCATORS, STATE AND LOCAL SUPERVISORS, AND SUBJECT MATTER SPECIALISTS. UNIT TITLES ARE: (1) BENCH WORK, (2) DRILLING MACHINE WORK, (3) ENGINE LATHE WORK, (4) TURRENT LATHE WORK, (5) POWER SAW WORK, (6) SHAPER WORK, (7) MILLING MACHINE WORK, (8) PLANER WORK, (9) GRINDER WORK, AND (10) HEAT TREATING WORK. EACH UNIT GIVES THE TITLES OF BASIC AND SUPPLEMENTARY OPERATIONS FOR MANIPULATIVE WORK, TITLES OF ASSIGNMENT SHEETS FOR TRADE TECHNOLOGY, AND SUGGESTED PROGRESS CHART HEADINGS FOR MANIPULATIVE WORK. THE MATERIAL WAS DESIGNED FOR TEACHERS WHO ARE SKILLED TRADESMEN AND STUDENTS WHO HAVE AN OCCUPATIONAL INTEREST IN MACHINE TRADES. (HC)

VT 000 720
LEADERSHIP IN DISCUSSION TECHNIQUES FOR SUPERVISORY PERSONNEL, LEADER'S MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
STIM-6

OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.80).
PUB DATE - 64 162P.

DESCRIPTORS - TEACHING GUIDES; TRADE AND INDUSTRIAL EDUCATION; SUPERVISORS; *GROUP ACTIVITIES; GROUP RELATIONS; ADULT VOCATIONAL EDUCATION; *SUPERVISORY TRAINING

ABSTRACT - THE PURPOSE OF THIS MANUAL IS TO AID IN TRAINING EXECUTIVE AND SUPERVISORY PERSONNEL IN THE TECHNIQUES AND PROCEDURES OF CONFERENCE LEADERSHIP TECHNIQUES IN ADULT VOCATIONAL COURSES. IT WAS DEVELOPED FOR USE BY THE ADULT EDUCATION INSTRUCTOR. THE COURSE CONSISTS OF SEVEN 2-HOUR SESSIONS COVERING UNITS TITLED: (1) PRESENTATION OF FOUNDATION IN DISCUSSION TECHNIQUES, (2) THE FOUR STEP METHOD AND OUTLINING THE CONFERENCE, (3) PRACTICE DEMONSTRATIONS, (4) PANEL, BUZZ GROUPS, CIRCULAR DISCUSSION, AND DISCUSSION "66", (5) VISUAL AIDS, SEMINAR, ROLE PLAYING, AND SYMPOSIUMS. THE EXTENSIVE APPENDIX GIVES SAMPLE LESSON PLANS FOR SEVERAL CONFERENCE TYPES AND 35 HANDOUT ITEMS. A PACKET OF 20 LETTER SIZE VISUAL AIDS, AND 53 CARDBOARD LABELS FOR USE ON A FLANNEL BOARD ARE AVAILABLE ONLY WHEN ORDERED FROM OHIO TRADE AND INDUSTRIAL SERVICE. (EM)

VT 000 721 ED 016 029
BERNDT, WILLIAM M. , AND OTHERS
FIRE SERVICE TRAINING.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
PUB DATE - MAY65 420P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *FIRE FIGHTERS; *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS REVISED MANUAL IN FIRE STATION OR TRAINING CENTER EXTENSION PROGRAMS FOR IMPROVING THE COMPETENCIES AND SKILLS OF LOCAL FIRE PERSONNEL IN THE SPECIALIZED FIELD OF FIRE SERVICE. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF FIRE-FIGHTING CONSULTANTS AND ADVISORY GROUPS. THE 26 CHAPTERS PROVIDE BOTH BASIC AND ADVANCED TECHNICAL INFORMATION ON PARTICULAR PRINCIPLES AND PRACTICES OF FIRE FIGHTING. SOME CHAPTER TITLES ARE (1) COMMUNITY FIRE DEFENSE, (2) WATER AS USED IN FIRE FIGHTING, (3) FIRE PUMPS, (4) LADDERS, (5) RESCUE, (6) POST-MORTEM CONFERENCE, (7) INSPECTIONS, AND (8) RADIATION HAZARDS. PICTURES AND DIAGRAMS ARE USED THROUGHOUT THE MANUAL TO SIMPLIFY PROCEDURES. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER DIRECTION FOR 34 HOURS. THE TEACHER MUST BE A QUALIFIED FIREMAN, AND STUDENTS SHOULD BE VOLUNTEER OR EMPLOYED FULL-TIME FIREMEN. A RELATED WORKBOOK, "LEARNER'S WORKBOOK-BASIC COURSE" (VT 000 723), CONSISTS OF A SERIES OF ASSIGNMENT SHEETS TO ENABLE EACH DEPARTMENT TO TAILOR THE TRAINING COURSE TO FIT ITS EQUIPMENT AND FIRE PROTECTION NEEDS. AN INSTRUCTOR'S MANUAL (VT 000 722) IS ALSO AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $3.44 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

VT 000 722 ED 016 030
BERNDT, WILLIAM M. , AND OTHERS
FIRE SERVICE TRAINING, INSTRUCTOR'S MANUAL, BASIC COURSE.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
FTIM-2
PUB DATE - 66 306P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *ANSWER KEYS; *FIRE FIGHTERS; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - INSTRUCTORS CAN USE THIS MANUAL IN CONDUCTING A 34-HOUR FIRE STATION OR TRAINING CENTER EXTENSION PROGRAM TO IMPROVE THE COMPETENCIES AND SKILLS OF LOCAL FIRE PERSONNEL IN THE SPECIALIZED FIELD OF FIRE SERVICE. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF FIRE FIGHTING CONSULTANTS AND ADVISORY GROUPS. THE 26 TEACHING GUIDES PROVIDE INSTRUCTIONAL PLANS TO BE UTILIZED IN GROUP INSTRUCTION AND ARE KEYED TO THE FIRE SERVICE TRAINING INSTRUCTIONAL MATERIALS MANUAL (VT 000 721) AND THE LEARNER'S WORKBOOK (VT 000 723). EACH PRESENTS THE LESSON OBJECTIVES, TEACHING AIDS, AND INSTRUCTOR'S NOTES WHICH ARE SUBDIVIDED INTO THE FOUR-STEP INSTRUCTIONAL METHOD OF PREPARATION, PRESENTATION, APPLICATION OR TRYOUT, AND CHECKING AND FOLLOWUP. SOME OF THE GUIDES ARE (1) COMMUNITY FIRE DEFENSE, (2) WATER AS USED IN FIRE FIGHTING, (3) FIRE PUMPS, (4) LADDERS, (5) RESCUE, (6) POST-MORTEM CONFERENCE, (7) INSPECTIONS, AND (8) RADIATION HAZARDS. THE INSTRUCTOR MUST BE A QUALIFIED FIREMAN AND SHOULD FIT THE COURSE TO THE FIRE PROTECTION NEEDS AND EQUIPMENT OF THE PARTICULAR FIRE DEPARTMENT. TEACHING SUGGESTIONS, A BIBLIOGRAPHY, AND ANSWERS TO THE ASSIGNMENT SHEETS IN THE LEARNER'S WORKBOOK ARE INCLUDED. THIS DOCUMENT IS AVAILABLE FOR $4.00 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43201. (HC)

VT 000 723 ED 016 031
BERNDT, WILLIAM M. , AND OTHERS
FIRE SERVICE TRAINING, LEARNER'S WORKBOOK, BASIC COURSE.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
FTLM-2
PUB DATE - JAN66 106P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *FIRE FIGHTERS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - STUDENTS MAY USE THIS STUDY GUIDE IN A 34-HOUR FIRE SERVICE TRAINING EXTENSION PROGRAM TO IMPROVE THEIR COMPETENCIES AND SKILLS IN THE SPECIALIZED FIELD OF FIRE SERVICE. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF FIRE FIGHTING CONSULTANTS AND ADVISORY GROUPS. THE 26 ASSIGNMENT SHEETS, KEYED TO THE CHAPTERS IN THE FIRE SERVICE TRAINING INSTRUCTIONAL MATERIALS MANUAL (VT 000 721), ARE DESIGNED TO ASSIST THE STUDENT IN MASTERING BOTH THE TECHNICAL AND PRACTICAL KNOWLEDGE OF THE INSTRUCTIONAL MATERIALS AND THE INSTRUCTOR'S PRESENTATIONS. SOME OF THE ASSIGNMENT SHEETS ARE (1) COMMUNITY FIRE SERVICE, (2) WATER AS USED IN FIRE FIGHTING, (3) FIRE PUMPS, (4) LADDERS, (5) RESCUE, (6) POST-MORTEM CONFERENCE, (7) INSPECTIONS, AND (8) RADIATION HAZARDS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER DIRECTION. THE TEACHER MUST BE A QUALIFIED FIREMAN, AND THE STUDENTS SHOULD BE VOLUNTEER OR EMPLOYED FULL-TIME FIREMEN. ANSWERS TO THE ASSIGNMENT SHEETS ARE GIVEN IN THE INSTRUCTOR'S MANUAL (VT 000 722). THIS DOCUMENT IS AVAILABLE FOR 75 CENTS FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

VT 000 724
RESIDENTIAL WIRING, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.25).
PUB DATE - 66 120P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; HOUSING; HIGH SCHOOLS; POST SECONDARY EDUCATION; APPRENTICESHIPS; INDIVIDUAL INSTRUCTION; TESTS

ABSTRACT - THE PURPOSE OF THIS STUDY GUIDE IS TO ASSIST THE STUDENT IN MASTERING THE RELATED TECHNICAL KNOWLEDGE FOR THE ELECTRICAL TRADE. IT IS DESIGNED AS AN INDIVIDUAL INSTRUCTION GUIDE FOR USE IN APPRENTICESHIP TRAINING BUT MAY BE ADAPTED TO VOCATIONAL HIGH SCHOOL OR POST-SECONDARY PROGRAMS. THE MATERIAL WAS DEVELOPED BY A STATE-WIDE COMMITTEE OF SECONDARY SCHOOL AND APPRENTICE TEACHERS AND HAS BEEN TESTED AND VALIDATED IN CLASSROOM USE. UNITS ARE (1) SAFETY, (2) HISTORY, (3) APPRENTICESHIP, (4) UNDERWRITERS AND CODE, (5) BASIC PRINCIPLES AND MEASUREMENTS, (6) OVERCURRENT DEVICES, (7) WIRE, (8) WIRING, (9) BRANCH CIRCUITS AND SERVICE ENTRANCES, (10) ADEQUATE WIRING, (11) LIGHTING, AND (12) MOTORS. ASSIGNMENT SHEETS WITHIN EACH UNIT CONTAIN OBJECTIVES, ASSIGNMENT, RELATED INFORMATION, AND QUESTIONS. A SERIES OF PRACTICAL EXERCISES PROVIDING FOR APPLICATION OF KNOWLEDGE ARE INCLUDED AT THE END OF THE COURSE. THE ASSIGNMENTS ARE KEYED TO THE TEXTBOOKS (1) DELMAR PUBLISHERS, "MATHEMATICS FOR THE ELECTRICAL TRADES" AND "PRACTICAL PROBLEMS IN MATHEMATICS-ELECTRICAL TRADES" AND (2) RICHTER, "PRACTICAL ELECTRICAL WIRING." COMPREHENSIVE OBJECTIVE-TYPE TESTS ARE INCLUDED PERIODICALLY FOR CHECKING STUDENT PROGRESS AND ABILITY. THE STUDENTS SHOULD BE PLANNING TO ENTER OR PRESENTLY WORKING IN AN ELECTRICAL FIELD. THE TEACHER SHOULD BE A SKILLED TRADESMAN. AN ANSWER BOOK (VT 000 725) IS AVAILABLE. (HC)

VT 000 726
INSTRUCTOR'S MANUAL FOR BASIC ELECTRICITY.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 65 204P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; HIGH SCHOOLS; APPRENTICESHIPS; POST SECONDARY EDUCATION; ANSWER KEYS; LESSON PLANS

ABSTRACT - THIS MANUAL WAS PREPARED TO SERVE AS A GUIDE WHEN USING GROUP INSTRUCTION METHODS TO TEACH A BEGINNING UNIT IN BASIC ELECTRICITY IN A HIGH SCHOOL APPRENTICESHIP, OR TRADE EXTENSION ELECTRICAL TRAINING PROGRAM. THE MATERIAL WAS DEVELOPED BY A STATEWIDE INSTRUCTIONAL MATERIALS COMMITTEE AND WAS TESTED AND VALIDATED IN A PILOT STUDY. THE UNITS ARE (1) MATHEMATICS, (2) THE ELECTRIC CIRCUIT, (3) THE ELECTRIC CURRENT, (4) RESISTANCE IN ELECTRIC CURRENT, (5) E.M.F. BY CHEMICAL ACTION, (6) MAGNETISM, (7) ELECTROMAGNETISM, (8) E.M.F. BY INDUCTION, (9) ENERGY, FORCE, AND WORK, (10) GENERATORS, (11) MOTORS, AND (12) METERS AND MEASUREMENTS. THE MATERIAL IN EACH OF THE 37 TECHNOLOGY LESSON PLANS AND 13 MANIPULATIVE JOB PLANS IS PRESENTED UNDER THE HEADINGS DESIRED RESULTS, MATERIALS, EQUIPMENT, AND SUPPLIES, REFERENCES, INTRODUCING THE LESSON, PRESENTING THE LESSON, APPLICATION, AND CHECKING THE FOLLOWUP. RECOMMENDED GROUP INSTRUCTION METHODS ARE GIVEN FOR EACH CLASS PERIOD OF THIS 60-HOUR COURSE. THE TEACHER SHOULD BE A SKILLED CRAFTSMAN, AND THE STUDENTS SHOULD BE PLANNING TO ENTER OR PRESENTLY WORKING IN THE ELECTRICAL TRADES. ANSWERS FOR THE ASSIGNMENT SHEETS IN "LEARNER'S MANUAL FOR BASIC ELECTRICITY" (VT 000 727) ARE GIVEN. THE EXPERIMENTS ARE PRESENTED IN "EXPERIMENT MANUAL FOR BASIC ELECTRICITY" (VT 000 728). (HC)

VT 000 727
LEARNER'S MANUAL FOR BASIC ELECTRICITY.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.42).
PUB DATE - 63 135P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRICITY; HIGH SCHOOLS; APPRENTICESHIPS; POST SECONDARY EDUCATION

ABSTRACT - THIS STUDY GUIDE WAS PREPARED FOR STUDENT USE AS A BEGINNING UNIT IN BASIC ELECTRICITY IN A HIGH SCHOOL, APPRENTICESHIP, OR TRADE EXTENSION ELECTRICAL TRAINING PROGRAM. THE ASSIGNMENT SHEETS ARE CORRELATED

WITH "INSTRUCTOR'S MANUAL FOR BASIC ELECTRICITY" (VT 000 726) AND "EXPERIMENT MANUAL FOR BASIC ELECTRICITY" (VT 000 728). THE MATERIAL WAS DEVELOPED BY A STATEWIDE INSTRUCTIONAL MATERIALS COMMITTEE AND WAS TESTED AND VALIDATED IN A PILOT STUDY. THE UNITS ARE (1) MATHEMATICS, (2) THE ELECTRICAL CIRCUIT, (3) THE ELECTRIC CURRENT, (4) RESISTANCE TO ELECTRIC CURRENT, (5) E.M.F. BY CHEMICAL ACTION, (6) MAGNETISM, (7) ELECTROMAGNETISM, (8) E.M.F. BY INDUCTION, (9) ENERGY, FORCE, AND WORK, (10) GENERATORS, (11) MOTORS, AND (12) METERS AND MEASUREMENTS. THE ASSIGNMENT SHEETS ADVANCE THE LEARNER FROM THE SIMPLE TO THE MORE COMPLEX INFORMATION. MANY OF THE SHEETS CONTAIN "FILL IN" INFORMATION WHICH HAS NOT BEEN INCLUDED IN THE BASIC TEXTBOOK. THE ASSIGNED READING IS TO BE STUDIED AND THE APPROPRIATE ANSWER WRITTEN AFTER EACH QUESTION. THE QUESTIONS ARE THEN TO BE REVIEWED TO ASSURE A THOROUGH UNDERSTANDING. THE SHEETS ARE TO BE GRADED BY THE TEACHER FROM ANSWERS PROVIDED IN THE INSTRUCTOR'S MANUAL AND REVIEWED WITH THE STUDENT. THE TEACHER SHOULD BE A SKILLED CRAFTSMAN, AND THE STUDENTS SHOULD BE PLANNING TO ENTER OR PRESENTLY WORKING IN THE ELECTRICAL TRADES. (HC)

VT 000 728
EXPERIMENTAL MANUAL FOR BASIC ELECTRICITY.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.65).
PUB DATE - 65 66P.

DESCRIPTORS - *LABORATORY MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *LABORATORY EXPERIMENTS; *ELECTRICITY; HIGH SCHOOLS; APPRENTICESHIPS; POST SECONDARY EDUCATION

ABSTRACT - THE 62 EXPERIMENTS PRESENTED IN THIS MANUAL ARE CORRELATED WITH THE LESSON PLANS IN "INSTRUCTOR'S MANUAL FOR BASIC ELECTRICITY" (VT 000 726) AND THE ASSIGNMENT SHEETS IN "LEARNER'S MANUAL FOR BASIC ELECTRICITY" (VT 000 727). THEY WERE SELECTED BY SUBJECT MATTER SPECIALISTS FROM "BASIC ELECTRICITY" BY BEAUCHAMP AND MAYFIELD AND MAY BE USED FOR GROUP OR INDIVIDUAL DEMONSTRATIONS. A COMPLETE LIST OF APPARATUS REQUIRED TO PERFORM ALL EXPERIMENTS IS PRESENTED. EACH EXPERIMENT HAS A LIST OF NECESSARY APPARATUS AND MATERIALS REQUIRED, ILLUSTRATIONS, AND STEP-BY-STEP PROCEDURE. THE APPENDIX CONTAINS DIAGRAMS AND FIGURES FOR USE IN THE BASIC ELECTRICITY COURSE. (HC)

VT 000 729
BASIC INSTRUCTIONAL UNITS FOR THE ELECTRICAL TRADE , A GUIDE TO AID IN THE DEVELOPMENT OF A COURSE OF STUDY. SUGGESTED OUTLINE FOR VOCATIONAL TEACHING OF BASIC ELECTRICITY AND BASIC ELECTRONICS.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
E ETIM-2
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.25).
PUB DATE - OCT65 93P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; APPRENTICESHIPS; *ELECTRONICS; *ELECTRICITY; *OCCUPATIONAL CLUSTERS; STUDENT PROJECTS; BIBLIOGRAPHIES

ABSTRACT - THIS STUDY GUIDE IS FOR APPRENTICE USE IN THE STUDY OF RELATED TECHNICAL INFORMATION FOR THE PLUMBING TRADE. IT WAS DEVELOPED THROUGH CONSULTATION WITH TRADE COMMITTEES AND HAS BEEN REVISED BY SUBJECT MATTER SPECIALISTS. THE MATERIAL IS DESIGNED TO ENABLE INSTRUCTION TO BE GIVEN ON AN INDIVIDUAL OR GROUP BASIS WITHOUT A RIGID TIMETABLE. ASSIGNMENT SHEETS ARE USED TO PROVIDE THE APPRENTICE WITH LESSON OBJECTIVES, READING ASSIGNMENTS KEYED TO EIGHT REFERENCES, AND STUDY QUESTIONS. SOME OF THE 57 ASSIGNMENT SHEETS ARE (1) PRIVATE SEWAGE DISPOSAL, (2) HOUSE DRAINS, (3) VENTILATION OF PLUMBING SYSTEMS, (4) WIPING JOINTS AND LEAD WORK, (5) MUNICIPAL WATER SUPPLY, (6) DOMESTIC HOT WATER SUPPLY, (7) WATER CLOSETS, AND (8) BATHTUBS AND SHOWER BATHS. FIVE REVIEW TESTS ARE SPACED THROUGHOUT THE STUDY GUIDE TO ENABLE THE APPRENTICE TO EXAMINE HIS KNOWLEDGE OF INFORMATION COVERED IN PREVIOUS ASSIGNMENTS. THE TEACHER DIRECTING THE STUDY OF APPRENTICES SHOULD BE A JOURNEYMAN OF THE TRADE. AN ANSWER BOOKLET ENTITLED, "PLUMBING I," WHICH IS KEYED TO THE ASSIGNMENT SHEET QUESTIONS, MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY FOR THIS DOCUMENT. (HC)

VT 000 730
BRICKLAYING I, LEARNER'S MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
BRLM-1
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.60).
PUB DATE - 65 126P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BRICKLAYERS; *BRICKLAYING; ADULT VOCATIONAL EDUCATION; APPRENTICESHIPS; ILLUSTRATIONS; BIBLIOGRAPHIES; STUDENT PROJECTS

ABSTRACT - THIS STUDY GUIDE IS DESIGNED TO ASSIST THE LEARNER IN THE STUDY OF TRADE RELATED TECHNICAL INFORMATION IN PRE-EMPLOYMENT PROGRAMS, EXTENSION CLASSES, OR THE FINAL 2 YEARS OF APPRENTICESHIP FOR BRICKLAYING OCCUPATIONS. IT WAS DEVELOPED BY A STATE-WIDE INSTRUCTIONAL MATERIALS COMMITTEE AND REVISED BY SUBJECT MATTER SPECIALISTS. SOME OF THE 22 UNITS OF STUDY ARE: (1) APPRENTICESHIP, (2) SAFETY, (3) BRICK, (4) MORTAR, (5) FUNDAMENTALS OF BRICKWORK, (6) BLUEPRINT READING, (7) FOOTINGS, (8) FOUNDATION WALLS, (9) JOINTS, (10) BONDING, (11) PILASTERS, (12) BLOCK,

(13) TILE, (14) CORNERS, (15) CAVITY WALLS, AND (16) CLEANING. ASSIGNMENT SHEETS WHICH ARE KEYED TO SIX BASIC REFERENCE BOOKS ARE SUPPLEMENTED WITH LINE DRAWING AND PHOTOGRAPHIC ILLUSTRATIONS AND PROVIDE THE LEARNER WITH ASSIGNMENT OBJECTIVES, RELATED INFORMATION, AND QUESTIONS. TEACHERS USING THE MATERIAL SHOULD BE JOURNEYMEN OF THE TRADE AND STUDENTS SHOULD BE EMPLOYED IN OR PLANNING TO ENTER THE TRADE. AN ANSWER BOOK "BRICKLAYING I, ANSWERS" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (HC)

VT 000 732
BRICKLAYING II, LEARNER'S MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
BRLM-2
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.00).
PUB DATE - 65 149P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BRICKLAYERS; ADULT VOCATIONAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE WAS DEVELOPED BY A COMMITTEE OF CURRICULUM SPECIALISTS TO ASSIST THE APPRENTICE IN THE MASTERY OF THE RELATED TECHNICAL KNOWLEDGE FOR THE BRICKLAYING TRADE. THE MATERIAL IS ESPECIALLY CONSTRUCTED FOR THE FIRST 2 YEARS OF APPRENTICESHIP TRAINING AND HAS BEEN TESTED AND REVISED. ASSIGNMENT OBJECTIVES, READING REFERENCES, BACKGROUND INFORMATION, AND QUESTIONS ARE GIVEN IN 21 TOPIC AREAS TO DIRECT THE APPRENTICE TO THE IMPORTANT AND ESSENTIAL INFORMATION. SOME OF THE TOPICS ARE (1) FIREPLACE, (2) CHIMNEYS, (3) GLASS BLOCKS, (4) ARCHES, (5) MOISTURE PROOF WALLS, (6) BRICK VENEER, AND (7) BLUEPRINT READING. THE ASSIGNMENT SHEETS ARE SUPPLEMENTED WITH LINE DRAWINGS AND PHOTOGRAPHS, AND COMPREHENSIVE REVIEWS ARE SPACED THROUGHOUT THE ASSIGNMENTS TO PROVIDE A CHECK ON INDIVIDUAL PROGRESS AND ABILITY. THE MATERIAL MAY BE USED BY STUDENTS WHO ARE EMPLOYED IN OR PLANNING TO ENTER THE BRICKLAYING TRADE, ON AN INDIVIDUAL OR GROUP BASIS UNDER THE DIRECTION OF A JOURNEYMAN BRICKLAYER. AN ANSWER BOOK "BRICKLAYING II, ANSWERS" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THE DOCUMENT. (HC)

VT 000 734
DIVERSIFIED COOPERATIVE TRAINING REFERENCE MATERIAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($0.35 PLUS POSTAGE AND HANDLING).
PUB DATE - 65 42P.

DESCRIPTORS - BIBLIOGRAPHIES; TRADE AND INDUSTRIAL EDUCATION; STUDY GUIDES; *INSTRUCTIONAL MATERIALS; COOPERATIVE EDUCATION

ABSTRACT - DIVERSIFIED COOPERATIVE TRAINING COORDINATORS COMPILED THIS BIBLIOGRAPHY OF 63 STUDY GUIDES AND THE REFERENCES CITED IN THE GUIDES IN 26 OCCUPATIONAL AREAS OF TRADE AND INDUSTRIAL EDUCATION--AUTO BODY REPAIR, AUTO MECHANICS, BAKING, BRICKLAYING, CABINET MAKING, CARPENTRY, DAIRY, DENTAL TECHNOLOGY, DRAFTING, DRY CLEANING, INDUSTRIAL ELECTRONICS, ELECTRIC MOTOR REPAIR, RESIDENTIAL WIRING, FLORISTRY, FURNITURE REPAIR AND UPHOLSTERY, MACHINE OPERATION, MEAT CUTTING, MEDICAL TECHNOLOGY, NURSING, PAINTING AND DECORATING, PHOTOGRAPHY, PLUMBING, PRINTING, RADIO AND TELEVISION, SHEET METAL WORK, AND WELDING. FROM ONE TO FOUR STUDY GUIDES ARE LISTED FOR EACH AREA. MOST GUIDES ARE FROM STATE DEPARTMENTS OF EDUCATION, UNIVERSITIES, OR COMMERCIAL PUBLISHERS, AND PUBLICATION DATES ARE NOT GIVEN. THE PUBLISHERS OF THE GUIDES AND REFERENCES ARE INCLUDED. (EM)

VT 000 735
QUESTIONING TECHNIQUES. (TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION, STUDY GUIDE C-1) .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.26).
PUB DATE - 65 17P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL TEACHERS; *TEACHER EDUCATORS; *TEACHING METHODS; *QUESTIONING TECHNIQUES; TEACHING GUIDES; TEACHING TECHNIQUES

ABSTRACT - THIS STUDY GUIDE IS FOR TEACHER EDUCATORS' USE IN IMPROVING THE PERFORMANCE OF THE TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. IT HAS BEEN DEVELOPED BY A GROUP OF TEACHER EDUCATORS, TESTED WITH TRIAL USE PRIOR TO FINAL EDUCATION, AND DESIGNED BOTH TO ENCOURAGE THE INSTRUCTOR TO GAIN AN APPRECIATION OF THE USEFULNESS OF EFFECTIVE QUESTIONING AND TO GIVE HIM PRACTICE IN USING ORAL QUESTIONS EFFECTIVELY TO LEAD THE STUDENT IN A DEFINITE INTELLECTUAL DIRECTION. ASSIGNMENTS COVER THE TOPICS: (1) HOW TO USE ORAL QUESTIONING, (2) THE ART OF QUESTIONING, AND (3) USING ORAL QUESTIONS IN SHOP AND RELATED LESSONS. THE APPENDIX CONTAINS DETAILED INFORMATION ON THE USE OF ORAL QUESTIONS IN TEACHING. (MU)

VT 000 736
METHODS OF GROUP INSTRUCTION . (TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION, STUDY GUIDE C-2).

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS,

OHIO 43210 ($.60).
PUB DATE - 64 25P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL TEACHERS; *TEACHER EDUCATORS; TEACHER EDUCATION; *TEACHING METHODS; *GROUP INSTRUCTION

ABSTRACT - THIS STUDY GUIDE IS FOR TEACHER EDUCATORS' USE IN ASSISTING THOSE TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. DEVELOPED BY A GROUP OF TEACHER EDUCATORS AND TESTED WITH TRIAL USE PRIOR TO FINAL EDITION, THIS GUIDE HAS BEEN DESIGNED TO: (1) ACQUAINT THE TEACHER WITH METHODS OF TEACHING GROUPS MORE EFFECTIVELY, (2) HELP HIM CHOOSE THE APPROPRIATE METHOD AND PLAN FOR GROUP INSTRUCTION, AND (3) TO PROVIDE HIM WITH AN OPPORTUNITY FOR PRACTICE. ASSIGNMENTS OF WORK ARE GIVEN IN THE FOLLOWING METHODS OF GROUP INSTRUCTION: (1) DISCUSSION GROUPS, (2) DEMONSTRATION, (3) CONFERENCE PROCEDURE, (4) THE LECTURE, (5) OPEN FORUM, (6) FIELD TRIPS, (7) USING RESOURCE PERSONS, AND (8) THE DEVELOPMENTAL METHOD. THE APPENDIX LISTS THE ADVANTAGES AND DISADVANTAGES OF GROUP INSTRUCTION METHOD AND INCLUDES AN INFORMATION SHEET ON THE DEVELOPMENT METHOD AND A BIBLIOGRAPHY. (MU)

VT 000 737
METHODS OF INDIVIDUALIZED INSTRUCTION . (TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION, STUDY GUIDE C-3).

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.20).
PUB DATE - 65 15P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *INDIVIDUALIZED INSTRUCTION; *INDIVIDUAL DIFFERENCES; INDIVIDUALIZED CURRICULUM; INDIVIDUAL NEEDS; STUDY HABITS

ABSTRACT - THIS STUDY GUIDE IS FOR THE USE OF TEACHER EDUCATORS IN THE TEACHER TRAINING PROGRAMS OF NEW TRADE AND INDUSTRIAL EDUCATION INSTRUCTORS. IT WAS DEVELOPED BY A GROUP OF TEACHER EDUCATORS AT THE STATE LEVEL AND TESTED WITH TRIAL USE PRIOR TO FINAL EDITION BY TEACHER USE OF THE MATERIAL. THE GUIDE IS DESIGNED TO: (1) HELP THE INSTRUCTOR UNDERSTAND THE NEED FOR, AND THE TECHNIQUES OF, INDIVIDUALIZED INSTRUCTION, (2) PROVIDE HIM WITH SUGGESTIONS FOR DEALING WITH INDIVIDUAL DIFFERENCES, (3) HELP HIM REALIZE THE IMPORTANCE OF TEACHING HIS STUDENTS HOW TO STUDY AND PROVIDE HIM WITH A STUDY TECHNIQUE HE CAN TEACH TO HIS STUDENTS, AND (4) OFFER THE INSTRUCTOR SOME MEANS OF EVALUATING INDIVIDUALIZED INSTRUCTION. ASSIGNMENTS INCLUDE THE FOLLOWING: (1) PURPOSES AND TECHNIQUES OF INDIVIDUALIZED INSTRUCTION, (2) INDIVIDUALIZED INSTRUCTION IN THE SHOP OR LABORATORY, (3) INDIVIDUALIZED INSTRUCTION IN THE RELATED CLASSROOM, AND (4) TEACHING STUDENTS HOW TO STUDY. A SHORT BIBLIOGRAPHY IS INCLUDED. (MU)

VT 000 738
ORGANIZING AND CONDUCTING EFFECTIVE DEMONSTRATIONS . (TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION, STUDY GUIDE C-4).

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.27).
PUB DATE - 65 23P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING METHODS; *DEMONSTRATIONS (EDUCATIONAL); TEACHING TECHNIQUES; TEACHER EDUCATORS

ABSTRACT - THIS STUDY GUIDE IS FOR TEACHER EDUCATORS AND INSTRUCTORS' USE IN PREPARING TRADE AND INDUSTRIAL CRAFTSMEN WHO ARE PLANNING TO ENTER OR ARE CURRENTLY TEACHING. IT WAS DEVELOPED BY A GROUP OF TEACHER EDUCATORS AND TESTED, PRIOR TO FINAL EDITION, BY TEACHER USE OF MATERIAL. THE GUIDE IS DESIGNED TO: (1) INTRODUCE THE DEMONSTRATION AS A TOOL OF TEACHING, (2) ACQUAINT THE INSTRUCTORS WITH ITS IMPORTANCE, (3) PROVIDE PRACTICE SITUATIONS, AND (4) HELP THE INSTRUCTOR TO BOTH EVALUATE THE EFFECTIVENESS OF HIS OWN DEMONSTRATION AND RECOGNIZE WHEN TO USE DEMONSTRATIONS. ASSIGNMENTS INCLUDE THE FOLLOWING: (1) INTRODUCTION TO THE METHOD, (2) PREPARATION OF A DEMONSTRATION OUTLINE, (3) MAKING A SHOP DEMONSTRATION, AND (4) MAKING A CLASSROOM DEMONSTRATION. THE APPENDIX CONTAINS AN OUTLINE FOR ORGANIZING AND CONDUCTING EFFECTIVE DEMONSTRATIONS, A CHECKLIST FOR DEMONSTRATION, AND A LESSON BREAKDOWN AND PLAN SHEET. (MU)

VT 000 739
PRINCIPLES OF LEARNING. TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION , STUDY GUIDE C-5.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.26).
PUB DATE - 66 32P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; LEARNING; *EDUCATIONAL PRINCIPLES

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. TEACHER EDUCATORS DEVELOPED THIS STUDY GUIDE TO GIVE THE NEW TEACHER A CLEARER PICTURE OF THE PROCESS OF LEARNING. THE GUIDE CONTAINS ASSIGNMENT SHEETS ON: (1) INDIVIDUAL DIFFERENCES IN

LEARNING, (2) EARLY PRINCIPLES OF LEARNING, (3) PRINCIPLES OF LEARNING (THORNDIKE), (4) MOTIVATIONS AND LEARNING, (5) INTEREST AND LEARNING, (6) THE LAW OF READINESS, (7) THE LAW OF EFFECT, (8) THE LAW OF EXERCISE, AND (9) LEARNING - INTEGRATED. (PA)

VT 000 740
INDIVIDUALIZED INSTRUCTION IN THE RELATED CLASSROOM. TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION , STUDY GUIDE C-6.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.40).
PUB DATE - 66 21P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *INDIVIDUALIZED INSTRUCTION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. TEACHER EDUCATORS DEVELOPED THIS STUDY GUIDE TO PROVIDE INSTRUCTORS WITH SOME PRACTICAL SUGGESTIONS FOR TEACHING RELATED INFORMATION THROUGH INDIVIDUALIZED INSTRUCTION. THE ENTIRE PROCESS, FROM TEACHING STUDENTS HOW TO STUDY, TO THE EVALUATION OF AN INDIVIDUALIZED LESSON, IS COVERED IN THIS STUDY GUIDE. THE ASSIGNMENTS ARE: INTRODUCING A LESSON, STUDYING--OUTLINING, SUPERVISING STUDY, AND EVALUATING LESSONS. THE APPENDIX CONTAINS AN INFORMATION SHEET ON THE TECHNIQUES OF INDIVIDUALIZED INSTRUCTION. (PA)

VT 000 742
USE OF LABORATORY PROCEDURES IN TEACHING TRADE TECHNOLOGY . TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION. STUDY GUIDE C-9.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.35).
PUB DATE - 66 11P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *LABORATORY PROCEDURES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. TEACHER EDUCATORS DEVELOPED THIS STUDY GUIDE TO HELP INSTRUCTORS SELECT ITEMS OF TRADE INFORMATION WHICH CAN BE BETTER UNDERSTOOD BY TEACHING THE PRINCIPLES INVOLVED, SET UP SITUATIONS USING LABORATORY PROCEDURES, AND SHOW HOW APPROPRIATE INSTRUCTIONAL MATERIALS CAN BE USED TO TEACH PRINCIPLES AND THEIR APPLICATION. THE ASSIGNMENTS ARE: THE LABORATORY METHOD OF TEACHING, AND SELECTION AND ORGANIZATION OF RELATED ITEMS TO BE TAUGHT BY THE LABORATORY METHOD. (PA)

VT 000 743
CORRELATION OF SHOP AND TRADE TECHNOLOGY INSTRUCTIONAL. TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION, STUDY GUIDE C-10.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.75).
PUB DATE - 65 45P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; ARTICULATION (PROGRAM); COOPERATIVE EDUCATION; *COORDINATION

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NOT TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. TEACHER EDUCATORS DEVELOPED THIS STUDY GUIDE TO HELP INSTRUCTORS AND/OR COORDINATORS ACQUIRE THE UNDERSTANDING OF EDUCATIONAL PRINCIPLES AND THEIR UTILIZATION IN PROVIDING FOR IMPROVED TEACHING-LEARNING SITUATIONS. THE ASSIGNMENTS ARE: (1) PRINCIPLES OF CORRELATION, (2) CORRELATION IN COURSE CONSTRUCTION, (3) CORRELATION IN COOPERATIVE TRAINING, AND (4) CORRELATION IN DAY-TRADE PROGRAM. THE APPENDIX CONTAINS INFORMATION SHEETS AND SAMPLE FORMS. (PA)

VT 000 745
TRADE AND OCCUPATIONAL ANALYSIS. SELECTION AND ORGANIZATION OF SUBJECT MATTERL IN TRADE AND INDUSTRIAL EDUCATION; STUDY GUIDE C-2.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.29).
PUB DATE - 66 33P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS;
SKILL ANALYSIS; *CURRICULUM DEVELOPMENT; OCCUPATIONAL INFORMATION

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. TEACHER EDUCATORS DEVELOPED THIS STUDY GUIDE TO FAMILIARIZE

INSTRUCTORS WITH TRADE AND OCCUPATIONAL ANALYSIS PROCEDURES, AND TO ASSIST THEM IN DETERMINING WHAT TO TEACH. THE ASSIGNMENTS ARE: (1) INTRODUCTION TO TRADE AND OCCUPATIONAL ANALYSIS, (2) IDENTIFYING TRADE AND OCCUPATIONAL ELEMENTS PART I (OPERATION AND PROCESSES), (3) IDENTIFYING TRADE AND OCCUPATIONAL ELEMENTS PART 2 (OPERATIONS, DETAILS, AND APPLICATION), (4) IDENTIFYING TRADE AND OCCUPATIONAL ELEMENTS (RELATED INFORMATION UNIT), (5) MAKING THE ANALYSIS, PART I (BLOCKING THE TRADE OR OCCUPATION), (6) MAKING THE ANALYSIS, PART 2 (ARRANGING THE ELEMENTS), (7) MAKING THE ANALYSIS, PART 3 (SERVICE TRADE OR OCCUPATIONAL ANALYSIS AND PROGRESS CHECKING), (8) LISTING THE INSTRUCTIONAL STEPS, PART I (ANALYZING THE OPERATION), AND (9) LISTING THE INSTRUCTIONAL STEPS, PART 2 (ANALYZING THE INFORMATION TOPIC). (PA)

VT 000 746

COURSE OF STUDY CONSTRUCTION. SELECTION AND ORGANIZATION OF SUBJECT MATTER IN TRADE AND INDUSTRIAL EDUCATIONAL. STUDY GUIDE D-4.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.40).
PUB DATE - 66 26P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *CURRICULUM DEVELOPMENT

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. TEACHER EDUCATORS DEVELOPED THIS GUIDE TO HELP INSTRUCTORS LEARN THE ELEMENTS AND TECHNIQUES INVOLVED IN CONSTRUCTING A COURSE OF STUDY. THE ASSIGNMENTS ARE: (1) ELEMENTS OF A COURSE OF STUDY, (2) DEVELOPING A STATEMENT OF PHILOSOPHY, (3) DETERMINING COURSE OBJECTIVES, (4) PLAN OF INSTRUCTIONAL PRACTICES, (5) PRINCIPLES AND STEPS INVOLVED IN DEVELOPING COURSE OF STUDY, AND (6) COURSE CONTENT. THE APPENDIX CONTAINS AN INFORMATION SHEET AND A SUGGESTED FORMAT FOR WRITING A COURSE OUTLINE. (PA)

VT 000 747

PREPARING AND USING LESSON PLANS. SELECTION AND ORGANIZATION OF SUBJECT MATTER IN TRADE AND INDUSTRIAL EDUCATION , STUDY GUIDE D-5.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.21).
PUB DATE - 66 12P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; MATERIAL DEVELOPMENT; *LESSON PLANS

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. TEACHER EDUCATORS DEVELOPED THIS STUDY GUIDE TO AID INSTRUCTORS IN ACTUAL DEVELOPMENT OF ADEQUATE DAILY LESSON PLANS. THE ASSIGNMENTS ARE: (1) THE CHARACTERISTICS OF A GOOD LESSON, (2) THE "FOUR-STEP" LESSON, (3) APPLYING THE PRINCIPLES OF THE "FOUR-STEP" LESSON TO THE SHOP LESSON PLAN, AND (4) APPLYING THE PRINCIPLES OF THE "FOUR-STEP" LESSON TO THE RELATED LESSON PLAN. (PA)

VT 000 748

EFFECTIVE TEACHING OF SAFETY . SELECTION AND ORGANIZATION OF SUBJECT MATTER IN TRADE AND INDUSTRIAL EDUCATION, STUDY GUIDE D-6.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.21).
PUB DATE - 65 15P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *SAFETY EDUCATION; SCHOOL SHOPS

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. THIS STUDY GUIDE WAS PREPARED BY TEACHER EDUCATORS TO ASSIST THE SHOP INSTRUCTOR IN DEVELOPING AND OPERATING A SHOP SAFETY PROGRAM. THE ASSIGNMENTS COVER: (1) FIRE PREVENTION AND DRILLS, (2) PLANNING, ORGANIZING AND OPERATING A SHOP SAFETY PROGRAM, (3) MAINTAINING GOOD HOUSEKEEPING, AND (4) FIRST AID PROCEDURE. THE APPENDIX CONTAINS A SHOP SAFETY SURVEY FORM. (PA)

VT 000 749

DEVELOPING AND CONSTRUCTING TEACHING AIDS. SELECTION AND ORGANIZATION OF SUBJECT MATTER IN TRADE AND INDUSTRIAL EDUCATION , STUDY GUIDE D-7.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.57).
PUB DATE - 65 26P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; MATERIAL DEVELOPMENT; INSTRUCTIONAL AIDS

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE

AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. THIS STUDY GUIDE HAS BEEN PREPARED BY TEACHER EDUCATORS TO PROVIDE THE INSTRUCTOR WITH THE "KNOW-HOW" TO DEVELOP AND CONSTRUCT HIS OWN TEACHING AIDS. THE ASSIGNMENTS COVER: (1) MODELS AND DEMONSTRATION DEVICES, (2) CHARTS AND POSTERS, (3) BLACKBOARD AND FLANNEL BOARD ILLUSTRATIONS, (4) MAKING 2X2 SLIDES AND NARRATION, (5) EXHIBITS AND BULLETIN BOARDS, AND (6) MANUALS AND PRINTED TEACHING AIDS. THE APPENDIX GIVES INSTRUCTIONS FOR MAKING FIVE TEACHING AIDS. (PA)

VT 000 750
DEVELOPING APPROPRIATE STUDENT CONDUCT. SHOP AND LABORATORY ORGANIZATION AND MANAGEMENT , STUDY GUIDE E-3.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.21).
PUB DATE - 64 23P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; TEACHING TECHNIQUES; *TRADE AND INDUSTRIAL TEACHERS; *DISCIPLINE

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE HAD NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. THIS STUDY GUIDE HELPS THE BEGINNING TEACHER TO WORK ON ASSIGNMENTS INVOLVING SHOP AND CLASSROOM DISCIPLINE EARLY IN HIS TRAINING. IT WAS DEVELOPED BY A TEACHER EDUCATOR FOR USE IN IMPROVING INSERVICE EDUCATION PROGRAMS. THE ASSIGNMENTS ARE: (1) HOW TO MAINTAIN GOOD DISCIPLINE, (2) THE IMPORTANCE OF GOOD DISCIPLINE, (3) DISCIPLINE--A NECESSARY CONDITION FOR EFFECTIVE TEACHING, (4) SHOP DISCIPLINE, AND (5) CASES AND PROBLEMS. THE APPENDIX CONTAINS PRACTICAL SUGGESTIONS FOR DISCIPLINE FOR EMERGENCY SITUATIONS, AND A CHECK LIST OF ERRORS. (PA)

VT 000 751
SPONSORING A VOCATIONAL INDUSTRIAL CLUB; SHOP AND LABORATORY ORGANIZATION AND MANAGEMENT. STUDY GUIDE E-5 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.23).
PUB DATE - 64 26P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; INSERVICE TEACHER EDUCATION; *YOUTH CLUBS; *TRADE AND INDUSTRIAL TEACHERS

ABSTRACT - INDIVIDUALIZED AND GROUP TEACHER TRAINING IS DESIGNED SPECIFICALLY FOR TRADE AND INDUSTRIAL TEACHERS WHO HAVE NO TEACHER EDUCATION, OR WHOSE TEACHER TRAINING HAS BEEN IN SOME FIELD OTHER THAN TRADE AND INDUSTRIAL EDUCATION. THIS STUDY GUIDE ACQUAINTS THE NEW INSTRUCTOR WITH AIMS AND OBJECTIVES, ORGANIZATIONAL PATTERN, OPERATION, AND FUNCTION OF A VOCATIONAL INDUSTRIAL CLUB. THE ASSIGNMENTS ARE: THE MEMBERSHIP MANUAL, THE INITIATION CEREMONY, THE SPONSOR'S MANUAL, AND THE CONTEST MANUAL. IT WAS DEVELOPED BY TEACHER EDUCATORS AND USED BEFORE PREPARATION OF THE FINAL EDITION. (PA)

VT 000 752
INTRODUCTION TO VOCATIONAL TRADE AND INDUSTRIAL TEACHING--PLANNING. STUDY GUIDE 1.

OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LAB.
OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.65).
PUB DATE - 66 56P.

DESCRIPTORS - *INSERVICE TEACHER EDUCATION; *STUDY GUIDES; *PLANNING; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS

ABSTRACT - PREPARED TO IMPROVE TEACHING AND EVALUATION IN TRADE AND INDUSTRIAL EDUCATION, THIS GUIDE PROVIDES STUDY OUTLINES AND INFORMATION DESIGNED TO ASSIST THE INSTRUCTOR IN LEARNING HIS JOB. UNITS COVER: (1) INTRODUCTION TO TRADE AND INDUSTRIAL TEACHING, (2) PLANNING YOUR WORK AS AN INSTRUCTOR, (3) THE FOUR STEPS IN TEACHING, (4) TEACHING AND WORKING RELATIONSHIPS, (5) PLANNING FOR YOUR TEACHING, (6) PLANNING FOR YOUR CLASSES IN THE SHOP, (7) PLANNING FOR YOUR CLASSES IN THE RELATED ROOM, AND (8) WORKING PROCEDURE CHECKLIST. THEINFORMATION IS INTENDED TO EXPLAIN THE STEP-BY-STEP PROCEDURES WHICH A NEW TEACHER MIGHT FIND BAFFLING. (EM)

VT 000 753
INTRODUCTION TO VOCATIONAL TRADE AND INDUSTRIAL TEACHING, IN-SERVICE TRAINING. STUDY GUIDE 2 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-2
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.85).
PUB DATE - ND 91P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *TEACHER EDUCATION; *TEACHING METHODS; INSERVICE TEACHER EDUCATION; STUDENT EVALUATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR INITIAL INSERVICE EDUCATION. IT WAS DEVELOPED

BY TEACHER EDUCATORS TO IMPROVE INSTRUCTION AND EVALUATION TECHNIQUES. UNITS ARE: (1) THE NATURE OF VOCATIONAL TEACHING, (2) SELECTING AND ORGANIZING TEACHING CONTENT, (3) PLANNING AND PREPARING FOR A LESSON, (4) PRESENTING THE LESSON, (5) HELPING LEARNERS TO DEVELOP SKILL, (6) HELPING LEARNERS ACQUIRE INFORMATION, (7) CHECKING INSTRUCTION AND EVALUATING LEARNER PROGRESS, (8) PROVIDING FOR INDIVIDUAL DIFFERENCES, AND (9) UNDERSTANDING THE LEARNER. THE MATERIAL IS TO BE USED BY INDIVIDUAL TEACHERS UNDER THE DIRECTION OF A TEACHER EDUCATOR FOR 18 WEEKS. SUPPLEMENTARY MATERIALS INCLUDE SEVEN BRIEF EXAMINATIONS. (EM)

VT 000 754
RELATIONSHIP OF VOCATIONAL INSTRUCTOR TO THE COMMUNITY. STUDY GUIDE 3 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-3
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.30).
PUB DATE - ND 20P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *COMMUNITY RELATIONS; TEACHER RESPONSIBILITY; *TEACHER EDUCATION; INSERVICE TEACHER EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR INSERVICE EDUCATION. IT WAS DEVELOPED BY TEACHER EDUCATORS. THE UNIT COVERED BY THIS GUIDE TREATS THE TEACHER'S RELATIONSHIP AND ACTIVITIES IN THE LOCAL COMMUNITY. IT PROVIDES BACKGROUND INFORMATION, READING ASSIGNMENTS, A STUDY AND DISCUSSION OUTLINE, AND AN ASSIGNMENT DESIGNED TO REINFORCE LEARNING. IT COVERS COMMON MISCONCEPTIONS ABOUT TEACHERS, POSSIBLE CAUSES OF MISCONCEPTIONS REGARDING TEACHERS, RELATIONSHIP AND RESPONSIBILITY TO THE SCHOOL, AND RELATIONSHIP AND RESPONSIBILITY TO THE COMMUNITY. (EM)

VT 000 755
TECHNIQUES OF DEVELOPING TRADE SKILLS IN STUDENTS. STUDY GUIDE 13 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-13
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210
PUB DATE - ND 19P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; SKILL DEVELOPMENT; *JOB SKILLS; *TEACHER EDUCATION; INSERVICE TEACHER EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR INSERVICE EDUCATION. IT WAS DEVELOPED BY TEACHER EDUCATORS TO PRESENT TECHNIQUES OF TEACHING TRADE SKILLS TO STUDENTS. THE STUDY AND DISCUSSION OUTLINE COVERS: (1) DEVELOPMENT OF TRADE SKILLS, (2) PRELIMINARY TEACHER PREPARATION, (3) DEMONSTRATIONS, (4) STUDENT PRACTICE, (5) LENGTH OF PRACTICE, (6) SPEED AND QUALITY, (7) THE NATURE OF PRACTICE WORK, (8) EXERCISE METHODS, PRODUCTION METHODS, AND (9) PRINCIPLES OF TEACHING TRADE SKILLS. AN ASSIGNMENT IS INCLUDED. (EM)

VT 000 756
INSTRUCTION SHEET WRITING. STUDY GUIDE 16 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-16
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.80).
PUB DATE - 62 46P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; TEACHER DEVELOPED MATERIALS; *INSTRUCTIONAL MATERIALS; MATERIAL DEVELOPMENT; *TEACHER EDUCATION; INSERVICE TEACHER EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR INSERVICE EDUCATION. IT WAS DEVELOPED BY TEACHER EDUCATORS TO PRESENT CORRECT TECHNIQUES OF WRITING INSTRUCTION SHEETS. SEVEN TYPES OF INSTRUCTION SHEETS ARE DISCUSSED: JOB SHEETS, JOB PLAN SHEETS, OPERATION SHEETS, REPORT SHEETS, TRADE TECHNOLOGY SHEETS, ASSIGNMENT SHEETS, AND STANDARD ANSWER SHEETS. FOR EACH SHEET THE PARTS ARE OUTLINED AND AN EXAMPLE IS PROVIDED; A FINAL ASSIGNMENT IS MADE. (EM)

VT 000 757
COLLECTING AND CLASSIFYING INSTRUCTIONAL MATERIALS. STUDY GUIDE 18 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-18
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS OHIO 43210 ($.30).
PUB DATE - 64 20P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *INSTRUCTIONAL MATERIALS; *INSTRUCTIONAL AIDS; INFORMATION STORAGE; CLASSIFICATION; *TEACHER EDUCATION; INSERVICE TEACHER EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR INSERVICE EDUCATION. IT WAS DEVELOPED BY TEACHER EDUCATORS TO PRESENT METHODS OF OBTAINING AND CLASSIFYING TEACHING AIDS. MAJOR UNITS ARE: (1) SOURCES OF INSTRUCTIONAL MATERIALS, (2) FILING, CLASSIFYING AND INDEXING TABLES, GRAPHS, CHARTS, DIAGRAMS, AND OTHER TEACHING AIDS, (3) STORING AND INDEXING MODELS AND DEMONSTRATION DEVICES,

(4) CLASSIFYING, INDEXING, AND STORING VISUAL AIDS THAT ARE PROJECTED, AND (5) CLASSIFYING, STORING, AND INDEXING REFERENCE BOOKS, PAMPHLETS, MONOGRAPHS, AND SIMILAR TEACHING AIDS. ALSO INCLUDED ARE ASSIGNMENTS AND READING REFERENCES. (EM)

VT 000 758
ORGANIZING AND OPERATING TOOL OR STORAGE ROOMS. STUDY GUIDE 22 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-22
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.00).
PUB DATE - ND 68P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *SCHOOL SHOPS; MANAGEMENT; HAND TOOLS; *TEACHER EDUCATION; INSERVICE TEACHER EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS IN THEIR INSERVICE EDUCATION. IT WAS DEVELOPED BY TEACHER EDUCATORS TO PROVIDE INFORMATION ON THE PLANNING OR RE-ORGANIZING OF TOOL ROOMS AND STORAGE FACILITIES IN SCHOOL SHOPS. IT CONTAINS BACKGROUND INFORMATION, READING ASSIGNMENTS, AND A STUDY AND DISCUSSION OUTLINE WHICH COVERS PLANNING, MAINTAINING, HOUSEKEEPING, REQUISITIONING, AND INVENTORYING TOPICS FOR TOOL AND STORAGE ROOMS. THE APPENDIX GIVES TOOL STORAGE LAYOUTS AND INFORMATION SHEETS FOR TOOL ROOM CLERKS. (EM)

VT 000 759
ORGANIZING AND USING SHOP PERSONNEL SYSTEMS. STUDY GUIDE 23 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.25).
PUB DATE - ND 17P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *STUDENT LEADERSHIP; SCHOOL SHOPS; *TEACHER EDUCATION; INSERVICE TEACHER EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR INSERVICE EDUCATION. IT WAS DEVELOPED BY TEACHER EDUCATORS. THE CONTENT OBJECTIVES ARE TO PROVIDE AN UNDERSTANDING OF STUDENT PERSONNEL SYSTEMS AND TO PROMOTE THE USE OF SUCH SYSTEMS. MAJOR UNITS ARE: (1) GOOD RESULTS TO BE DESIRED FROM THE USE OF STUDENT PERSONNEL SYSTEMS, (2) FIELDS OR AREAS TO BE SUPERVISED BY STUDENTS, (3) DUTIES TO BE DELEGATED TO STUDENT SUPERVISORS, AND (4) DETAILS OF OPERATING A PERSONNEL ORGANIZATION. THESE UNITS OUTLINE THE ORGANIZATION AND USE OF STUDENT PERSONNEL ORGANIZATION IN A SCHOOL SHOP FOR PURPOSES OF PROMOTING STUDENT LEADERSHIP. A BIBLIOGRAPHY OF EIGHT REFERENCES IS INCLUDED. (EM)

VT 000 760
ORGANIZING AND CONTROLLING STUDENT GROUPS. STUDY GUIDE 25 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-25
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.20).
PUB DATE - ND 16P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *CLASS MANAGEMENT; INSERVICE TEACHER EDUCATION; DISCIPLINE; *TEACHER EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR INSERVICE EDUCATION. IT WAS DEVELOPED BY TEACHER EDUCATORS. THE CONTENT OBJECTIVE IS TO PROVIDE AN UNDERSTANDING OF PROBLEMS INVOLVED IN DEALING WITH CLASSES AND STUDENT GROUPS. MAJOR UNITS ARE ENTITLED, DEFINITIONS OF "ORGANIZING" AND "CONTROLLING," FACTORS ESSENTIAL FOR ORGANIZATION, FACTORS ESSENTIAL FOR CONTROL, AND ANALYSIS OF AREAS OF ORGANIZATION AND MANAGEMENT PROBLEMS IN CONTROLLING GROUPS. A LIST OF THREE REFERENCES IS INCLUDED. (EM)

VT 000 761
INSTRUCTOR'S RESPONSIBILITY FOR COORDINATION . STUDY GUIDE 29.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
F TISG-29
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.30).
PUB DATE - ND 18P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; NONINSTRUCTIONAL RESPONSIBILITY; *EDUCATIONAL COORDINATION; *TEACHER EDUCATION

ABSTRACT - THIS UNIT STUDY GUIDE, FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR EARLY YEARS OF TEACHING, FOCUSES ON THE COORDINATION RESPONSIBILITIES OF THE TEACHER. TEACHER EDUCATORS DEVELOPED THE GUIDE AFTER TRIAL USE OF THE MATERIAL. MAJOR TOPICS ARE: (1) BASIC AIMS OF TRADE AND INDUSTRIAL EDUCATION, (2) ADOPTING INSTRUCTION TO INDUSTRIAL NEEDS, AND (3) INSTRUCTOR'S RESPONSIBILITY FOR COORDINATION. TWO REFERENCES ARE LISTED AND AN ASSIGNMENT IS GIVEN. USERS SHOULD BE ENTRY LEVEL INSTRUCTORS IN TRADE AND INDUSTRIAL EDUCATION. (EM)

VT 000 762
METHODS OF EVALUATION AND RECORDING STUDENT'S

PROGRESS. STUDY GUIDE 31 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-31
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE,
INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO
STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS,
OHIO 43210 ($1.50).
PUB DATE - ND 73P.

DESCRIPTORS - *STUDY GUIDES; TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *STUDENT EVALUATION; *STUDENT RECORDS; EVALUATION CRITERIA; EVALUATION METHODS; ACHIEVEMENT RATING; RATING SCALES

ABSTRACT - THIS UNIT STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR EARLY YEARS OF TEACHING AND FOCUSES ON STUDENT RECORDS AND EVALUATION. TEACHER EDUCATORS DEVELOPED THE GUIDE AFTER TRIAL USE OF THE MATERIAL. IT CONTAINS: (1) AN INTRODUCTION, (2) CHARACTERISTICS FOR CONSIDERATION IN CONSTRUCTION OR SELECTION OF RATING SCALES AND PROGRESS CHARTS, (5) USES AND VALUES OF RATING SCALES, (6) USES AND VALUES OF PROGRESS RECORDS, AND (7) AN ASSIGNMENT. EXAMPLES OF 12 RATING SCALES AND 20 RATING CHARTS ARE GIVEN. FIVE REQUIRED REFERENCES AND EIGHT SUPPLEMENTAL REFERENCES ARE LISTED. (EM)

VT 000 763
DEVELOPING AND USING OBJECTIVE TESTS. STUDY GUIDE 32 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-32
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE,
INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO
STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS,
OHIO 43210 ($.90).
PUB DATE - ND 49P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *OBJECTIVE TESTS; *TEST CONSTRUCTION; TEST ADMINISTRATION; TEST INTERPRETATION; TEST SELECTION; TEACHER EDUCATION

ABSTRACT - THIS UNIT STUDY GUIDE IS FOR USE BY TRADE AND INDUSTRIAL TEACHERS DURING THEIR EARLY YEARS OF TEACHING AND WAS DEVELOPED BY TEACHER EDUCATORS AFTER TRIAL USE OF THE MATERIAL TO IMPROVE THE DEVELOPMENT AND USE OF OBJECTIVE TESTS. CONTENTS INCLUDE AN INTRODUCTION, REFERENCE LIST, A STUDY AND DISCUSSION OUTLINE, AND ASSIGNMENTS. THE OUTLINE INCLUDES: (1) THE REQUIREMENTS OF A GOOD TEST, (2) TESTS AS TEACHING DEVICES, (3) MAKING TESTS FUNCTIONAL, (4) KINDS OF TESTING, (5) CRITERIA FOR SELECTING TYPES OF TESTS, (6) PROPER USE OF TESTS, (7) CONSTRUCTION OF INFORMAL TESTS, (8) ADMINISTERING AND SCORING TESTS, AND (9) INTERPRETING TEST SCORES. THE APPENDIX CONTAINS INFORMATION ON THE ANALYSIS OF TYPES OF QUESTIONS AND TESTS, AND SAMPLES OF TESTS. (EM)

VT 000 764
INDIVIDUAL DIFFERENCES . STUDY GUIDE 33.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
E TISG-33
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE,
INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO
STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS,
OHIO 43210 ($.30).
PUB DATE - ND 20P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *INDIVIDUAL DIFFERENCES; *TEACHER EDUCATION

ABSTRACT - THIS UNIT STUDY GUIDE WAS DEVELOPED FOR USE BY TRADE AND INDUSTRIAL EDUCATION TEACHERS DURING THEIR EARLY YEARS IN TEACHING. IT WAS PREPARED BY TEACHER EDUCATORS AFTER TRIAL USE OF THE MATERIAL. THE CONTENTS FOCUS ON UNDERSTANDING INDIVIDUAL DIFFERENCES IN HUMAN BEINGS AND INCLUDE A LIST OF FIVE REFERENCES, A STUDY AND DISCUSSION OUTLINE, AND AN ASSIGNMENT. THE OUTLINE COVERS THE NATURE AND EFFECTS OF INDIVIDUAL DIFFERENCES, METHODS OF VERIFYING THE NATURE AND EXTENT OF INDIVIDUAL DIFFERENCES, AND METHODS OF PROVIDING FOR SUCH DIFFERENCES. (EM)

VT 000 765
RELATION OF STANDARDIZED TESTS TO THE VOCATIONAL PROGRAM. STUDY GUIDE 34 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
E TISG-34
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE,
INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO
STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS,
OHIO 43210 ($.50).
PUB DATE - ND 34P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *STANDARDIZED TESTS; TEACHER EDUCATION; *EDUCATIONAL DIAGNOSIS

ABSTRACT - THIS UNIT STUDY GUIDE WAS PREPARED TO HELP THE TRADE AND INDUSTRIAL TEACHER IMPROVE TEACHING METHODS AND EVALUATION TECHNIQUES. DEVELOPED BY TEACHER EDUCATORS AFTER TRIAL USE, IT INCLUDES AN INTRODUCTION, REFERENCES, A STUDY AND DISCUSSION OUTLINE, AND ASSIGNMENTS. THE OUTLINE COVERS: (1) TESTS IN TEACHING, (2) SPECIALISTS IN TEACHING, (3) ANALYZING TEST RESULTS, (4) DEFINITION OF STANDARDIZED TESTS, (5) DEVELOPMENT OF STANDARDIZED TESTS, (6) TYPES OF STANDARDIZED TESTS, (7) USE OF STANDARDIZED TESTS IN THE VOCATIONAL PROGRAM, (8) INTERPRETATION OF TEST RESULTS, AND (9) SOURCES OF STANDARDIZED TESTS AND TESTING SERVICES. THE APPENDIX LISTS EXAMPLES OF STANDARD TEST TYPES AND A SEPARATE ENVELOPE OF SAMPLE TESTS IS AVAILABLE. (EM)

VT 000 766
EQUIPMENT SELECTION, SHOP DESIGN AND LAYOUT. STUDY GUIDE 39.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE.
TISG-39
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.25).
PUB DATE - ND 34P.

DESCRIPTORS - FACILITY GUIDELINES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; TRADE AND INDUSTRIAL TEACHERS; *STUDY GUIDES; *SCHOOL SHOPS

ABSTRACT - THE PURPOSE OF THIS UNIT STUDY GUIDE IS TO HELP THE TRADE AND INDUSTRIAL TEACHER MAKE INVESTIGATIONS BEFORE AND DURING THE PLANNING AND LAYING OUT OF VOCATIONAL SHOPS AND ALL RELATED FACILITIES. DEVELOPMENT WAS BY TEACHER EDUCATORS AFTER TRIAL USE OF THE MATERIAL. IT INCLUDES AN INTRODUCTION, REFERENCES, COURSE OUTLINE, ASSIGNMENTS, AND A SUGGESTED GUIDE FOR THE HOUSING AND LAYOUT OF SCHOOL SHOPS. (EM)

VT 000 767
EQUIPMENT SELECTION, TRADE TECHNOLOGY LABORATORY DESIGN AND LAYOUT. STUDY GUIDE 40 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-40
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.35).
PUB DATE - ND 26P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *FACILITY GUIDELINES; *TRADE AND INDUSTRIAL EDUCATION; TRADE AND INDUSTRIAL TEACHERS; *SCHOOL SHOPS

ABSTRACT - THE PURPOSE OF THIS UNIT STUDY GUIDE IS TO PROVIDE A BASIS FOR EQUIPMENT SELECTION AND SHOP LAYOUT AND DESIGN FOR THE TRADE AND INDUSTRIAL TEACHER WHO IS PLANNING EITHER TO REARRANGE OR TO SET UP A NEW SHOP. IT WAS DEVELOPED BY TEACHER EDUCATORS AFTER TRIAL USE OF THE MATERIALS. BACKGROUND INFORMATION, RELATED READINGS, A STUDY AND DISCUSSION OUTLINE, AND AN ASSIGNMENT WHICH REINFORCES LEARNING ARE GIVEN. THE OUTLINE COVERS THE BASIC PLAN OF OPERATION, EQUIPMENT AND FACILITIES REQUIREMENTS, FACILITIES FOR INDIVIDUAL AND GROUP INSTRUCTION, PROVISIONS FOR CARE AND STORAGE OF APPARATUS, AND SELECTION AND EVALUATION OF LABORATORY EQUIPMENT. (EM)

VT 000 768
CONFERENCE LEADERSHIP TRAINING. STUDY GUIDE 42 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-42
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.20).
PUB DATE - ND 69P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; TRADE AND INDUSTRIAL TEACHERS; *LEADERSHIP TRAINING; *SUPERVISORY TRAINING

ABSTRACT - THE PURPOSE OF THIS UNIT STUDY GUIDE IS TO ACQUAINT SUPERVISORS AND TRADE AND INDUSTRIAL TEACHERS WITH THE USE OF THE CONFERENCE TECHNIQUE, BOTH IN AND OUT OF THE CLASSROOM, UNDER THE SUPERVISION OF THE TEACHER TRAINER. IT WAS DEVELOPED BY TEACHER EDUCATORS AFTER TRIAL USE OF THE MATERIALS. BACKGROUND INFORMATION, RELATED READINGS, AND AN ASSIGNMENT ARE GIVEN FOR THESE TOPICS: (1) BACKGROUND OF THE CONFERENCE METHOD, (2) THE CONFERENCE LEADER, (3) SETTING UP THE PROGRAM, (4) THE FIRST CONFERENCE, (5) CONFERENCE TYPES AND STEPS, (6) THE USE OF THE QUESTION, (7) THE OUTLINE AND ITS USE IN A CONFERENCE, (8) THE PRACTICE CONFERENCE, (9) THE USE OF THE CHART OR BLACKBOARD, AND (10) THE MINUTES OR CONFERENCE REPORT. (EM)

VT 000 769
APPROVED SUPPLEMENTAL WORK EXPERIENCE. STUDY GUIDE 43 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-43
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.20).
PUB DATE - ND 16P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRADE AND INDUSTRIAL TEACHERS; *WORK EXPERIENCE; TEACHER EDUCATION; *INSERVICE TEACHER EDUCATION; WORK EXPERIENCE PROGRAMS

ABSTRACT - THE UNIT STUDY GUIDE WAS PREPARED TO AID THE TRADE AND INDUSTRIAL TEACHER IN ACQUIRING ADDED TRADE EXPERIENCE OR SPECIAL SCHOOLING. DEVELOPMENT WAS BY TEACHER EDUCATORS AFTER TRIAL USE OF THE MATERIAL. IT INCLUDES INSTRUCTOR QUALIFICATIONS FOR TRADE PREPARATION, READING ASSIGNMENTS, AND A STUDY AND DISCUSSION OUTLINE COVERING: (1) MAINTAINING TRADE COMPETENCY, (2) FUNCTION OF A VOCATIONAL PROGRAM, (3) EXPERIENCE EVALUATING (PROCEDURE), AND (4) GAINING NEEDED EXPERIENCE. SAMPLE FORMS ARE GIVEN FOR AN EXPERIENCE EVALUATION CHART AND THE VOCATIONAL INSTRUCTOR'S SUPPLEMENTAL WORK EXPERIENCE REPORT. (EM)

VT 000 770
METHODS OF KEEPING UP-TO-DATE IN THE TRADE. STUDY GUIDE 44 .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
TISG-44
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.25).
PUB DATE - ND 20P.

DESCRIPTORS - *STUDY GUIDES; *TEACHER

EDUCATION; *WORK EXPERIENCE; *TRADE AND INDUSTRIAL EDUCATION; TRADE AND INDUSTRIAL TEACHERS; *JOB SKILLS

ABSTRACT - DESIGNED TO ACCOMPANY THE COURSE, "TECHNIQUES OF IMPROVING TRADE SKILLS AND TECHNOLOGY," THIS UNIT STUDY GUIDE CAN BE USED BY TRADE AND INDUSTRIAL TEACHERS WHO HAVE NOT HAD TRADE CONTACT FOR A NUMBER OF YEARS AND THOSE WHO WISH TO EXTEND THEIR TRADE SKILLS AND KNOWLEDGE. DEVELOPMENT WAS BY TEACHER EDUCATORS AFTER TRIAL USE OF THE MATERIAL. IT FURNISHES AN INTRODUCTION, READING ASSIGNMENTS, A STUDY AND DISCUSSION OUTLINE WHICH COVERS THE RELATIONSHIP OF THE INSTRUCTOR TO COURSE CONTENT, METHODS OF KEEPING UP-TO-DATE IN THE TRADES, AND AN ASSIGNMENT TO REINFORCE LEARNING. (EM)

VT 000 772
INSTRUCTOR TRAINING FOR SUPERVISORY PERSONNEL . LEADERS MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($3.00).
PUB DATE - 66 157P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *INSTRUCTIONAL AIDS; *TEACHER EDUCATION

ABSTRACT - THIS TEACHING GUIDE IS FOR INSTRUCTOR TRAINER USE IN CONDUCTING INSTRUCTOR TRAINING COURSES FOR FUTURE TRADE, PUBLIC SERVICE, AND INDUSTRIAL OCCUPATIONS INSTRUCTORS. IT WAS DEVELOPED BY TEACHER EDUCATORS AND REFINED BY THE STATE TRADE AND INDUSTRIAL EDUCATION STAFF AFTER TRIAL USE. THE OBJECTIVE OF THE COURSE IS TO PROVIDE THE FUTURE TRADESMEN-INSTRUCTOR WITH AN APPROVED METHOD OF INSTRUCTION WHICH WILL ENABLE HIM TO TEACH OTHERS THE RELATED TECHNOLOGY OR THE MANIPULATIVE SKILLS OF HIS TRADE. THE FIRST UNIT OF THE COURSE ACQUAINTS THE LEARNERS WITH THE VALUE OF INSTRUCTOR TRAINING TO THE FUTURE INSTRUCTOR. THE SECOND UNIT, BY MEANS OF DEMONSTRATIONS PERFORMED BY THE INSTRUCTOR TRAINER, ACQUAINTS THE GROUP WITH THE EFFECTIVENESS OF TELLING AND SHOWING AS METHODS OF TEACHING SKILLS AND TRADE INFORMATION. EACH SUCCEEDING UNIT IS DIVIDED INTO 2 PARTS. THE FIRST PART OF A UNIT IS DEVOTED TO PRACTICE INSTRUCTION DEMONSTRATION LESSONS OF HOW TO TEACH A LESSON, A JOB, OR AN OPERATION, WHICH IS ORGANIZED AND PRESENTED BY A MEMBER OF THE GROUP. THE SECOND PART OF A UNIT IS UTILIZED BY THE INSTRUCTOR TRAINER IN PRESENTING NEW PHASES OF INSTRUCTION WHICH ARE VITAL TO THE LEARNER'S SUCCESS AS AN INSTRUCTOR. THE 12 UNITS OF INSTRUCTION COVER APPROXIMATELY 15 CLOCK HOURS AND NOT MORE THAN 12 LEARNERS SHOULD BE ENROLLED IN A COURSE. THE INSTRUCTOR TRAINER SHOULD BE A QUALIFIED INSTRUCTOR. THE DOCUMENT IS SUPPLEMENTED WITH A SERIES OF CHARTS AND HANDOUTS TO BE USED BY THE INSTRUCTOR TRAINER AS TEACHING AIDS. THESE ARE AVAILABLE AS SEPARATE HANDOUT SHEETS IN VT 000 772A. (HC)

VT 000 775
MANUAL OF STANDARD FORMATS FOR WRITTEN INSTRUCTIONAL AIDS .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
PUB DATE - APR65 68P.

DESCRIPTORS - MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *INSTRUCTIONAL MATERIALS; *MATERIAL DEVELOPMENT; TEACHER DEVELOPED MATERIALS; *TEACHER EDUCATION

ABSTRACT - STANDARD FORMATS FOR INSTRUCTIONAL MATERIALS IN TRADE AND INDUSTRIAL EDUCATION ARE PRESENTED FOR TEACHER USE IN ORGANIZING AND PLANNING INSTRUCTION AND FOR STUDENT USE IN MASTERING RELATED TECHNOLOGY AND MANIPULATIVE SKILLS. THEY WERE DEVELOPED BY TEACHER EDUCATORS AND TESTED THROUGH USE. FORMS TO BE USED BY TEACHERS ARE A TRADE ANALYSIS, COURSE OF STUDY, LESSON PLAN, FREQUENCY CHART, AND PROGRESS CHART. FORMS TO BE USED BY STUDENTS ARE AN OPERATION SHEET, JOB SHEET, JOB PLAN SHEET, ASSIGNMENT SHEET, AND INFORMATION SHEET. MATERIAL FOR EACH FORM INCLUDES DESCRIPTIVE PARAGRAPHS EXPLAINING THE HOW, WHAT, AND WHY OF THE PARTICULAR INSTRUCTION SHEET, A SAMPLE FORMAT OF THE SHEET CONTAINING INSTRUCTIONS FOR DEVELOPING ITS CONTENT, AND A BLANK FORMAT SHEET. DEFINITIONS OF TERMS ARE INCLUDED TO ELIMINATE THE CONFUSION WHICH FREQUENTLY RESULTS WHEN INSTRUCTORS AND OTHER VOCATIONAL EDUCATORS ARE UNFAMILIAR WITH THE NOMENCLATURE ASSOCIATED WITH TRADE AND INDUSTRIAL EDUCATION. (HC)

VT 000 786
HOSPITAL HOUSEKEEPING, INSTRUCTOR'S GUIDE . A MANUAL OF PROCEDURES FOR DEVELOPING AN ORGANIZED TRAINING PROGRAM FOR HOUSEKEEPING PERSONNEL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
HHIG-1
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.50).
PUB DATE - 66 102P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MAIDS; *HOSPITALS; ADULT VOCATIONAL EDUCATION; MAINTENANCE; JOB SKILLS

ABSTRACT - ONE OF THE RESOURCES PROVIDED HOSPITAL PERSONNEL ATTENDING HOSPITAL HOUSEKEEPING INSTRUCTOR TRAINING WORKSHOPS IN OHIO WAS THIS GUIDE WHICH, ALONG WITH A STUDY MANUAL, IS TO BE USED IN COORDINATION WITH THE FOUR-STEP METHOD OF INSTRUCTION, SKILL INVENTORY, AND JOB BREAKDOWN. IT INCLUDES AN OUTLINE FOR DEVELOPING A HOSPITAL HOUSEKEEPING TRAINING PROGRAM, DETAILS OF PROGRAM DEVELOPMENT, SAMPLE REPORTS AND FORMS, AND HOSPITAL POLICIES AND EMPLOYEE RESPONSIBILITIES. THERE ARE ALSO JOB TRAINING PROCEDURE SHEETS FOR 43 HOUSEKEEPING PROCEDURES, SUCH AS CLEANING VACUUM CLEANERS, CLEANING WET MOPS, OPERATING SCRUBBING

MACHINES, DRY CLEANING WALLS AND ACOUSTICAL CEILINGS, AND MAKING A DORMITORY BED. THESE PROCEDURE SHEETS INCLUDE INTRODUCTORY INFORMATION, TOOLS NEEDED, SAFETY PRACTICES WHERE APPLICABLE, STEPS OF PROCEDURE, AND KEY POINTS OF PROCEDURE. A BIBLIOGRAPHY FOR THE SUPERVISOR IS INCLUDED. ALSO AVAILABLE IS A PACKET CONTAINING 10 COPIES OF THE SKILL INVENTORY SHEET AND 50 COPIES OF INDIVIDUAL EMPLOYEE RECORDS SHOWN IN THE GUIDE. (JK)

VT 000 789
LINDSEY, W.C.
SUPERVISED STUDY GUIDE IN SHEET METAL.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 (BIBLIOGRAPHY, $5.00, ANSWER BOOK, $2.00).
PUB DATE - MAR66 109P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SHEET METAL WORKERS; *SHEET METAL WORK; GRADE 11; GRADE 12

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY EMPLOYED STUDENTS IN 11TH AND 12TH GRADE OR POST-SECONDARY COURSE IN SHEET METAL. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE. ASSIGNMENT SHEETS COVER: (1) TOOLS AND EQUIPMENT, (2) SAFETY FACTORS AND CARE OF EQUIPMENT, (3) PATTERN DRAFTING FIGURES, (4) PARALLEL LINE DEVELOPMENT, (5) RADIAL LINE DEVELOPMENT, (6) TRIANGULATION, (7) SHORT METHOD PATTERN DEVELOPMENTS, (8) MATHEMATICAL PROBLEMS, (9) SHEET METAL HAND TOOLS, (10) SHEET METAL MACHINE TOOLS, (11) MATERIALS, (12) SEAMS AND EDGES, (13) PROCESSING, AND (14) TYPICAL INSTALLATIONS. EACH ASSIGNMENT SHEET GIVES SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUALS UNDER TEACHER SUPERVISION FOR 2-YEAR PART-TIME COURSES OR 360 HOURS OF DIRECTED STUDY. THE TEACHER SHOULD BE A HIGH SCHOOL COORDINATOR. SUPPLEMENTARY MATERIALS INCLUDE A JOB AND PROGRESS RECORD FORM AND A BIBLIOGRAPHY OF REQUIRED AND SUPPLEMENTARY REFERENCES. "UNIT TESTS FOR SUPERVISED STUDY GUIDE IN SHEET METAL" (VT 000 791) AND THIS GUIDE ARE AVAILABLE FOR $5.00. AN "AN ANSWER BOOK FOR SUPERVISED STUDY GUIDE IN SHEET METAL" (VT 000 790) ALSO PROVIDES ANSWERS FOR THE UNIT TESTS AND IS AVAILABLE FOR $2.40. (EM)

VT 000 804
SMITH, FARMER S., COMP.
THE GENERAL RELATED UNITS FOR INDUSTRIAL COOPERATIVE TRAINING, A SUGGESTED STUDY OF TOPICS NEEDED BY EVERY VOCATIONAL STUDENT .

NORTH CAROLINA STATE UNIV., RALEIGH. DEPT. OF INDUSTRIAL EDUCATION
NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. DIV. OF VOCATIONAL EDUCATION
PUB DATE - LAUG65 322P.

DESCRIPTORS - *TEXTBOOKS; STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL ADJUSTMENT; PERSONAL ADJUSTMENT; SOCIAL ADJUSTMENT; GRADE 11; GRADE 12; COOPERATIVE EDUCATION

ABSTRACT - THIS TEXTBOOK IS FOR STUDENT USE AT THE SENIOR HIGH SCHOOL LEVEL IN TRADE AND INDUSTRIAL COOPERATIVE EDUCATION PROGRAMS. IT WAS DEVELOPED BY TEACHER-COORDINATORS AND EVALUATED IN A 1967 MASTER'S THESIS. THE CONTENT OBJECTIVE IS TO PROMOTE PERSONAL AND VOCATIONAL ADJUSTMENT ON THE PART OF THE STUDENTS. THE MAJOR UNITS OF RELATED INFORMATION COVER: (1) ORIENTATION, (2) EMPLOYMENT, (3) HOW TO STUDY, (4) DUTIES AND RESPONSIBILITIES OF THE WORKER, (5) AGENCIES AFFECTING EMPLOYMENT, (6) SAFETY, FIRST-AID, HEALTH, AND HYGIENE, (7) CONSUMER ECONOMICS, (8) CHARACTER DEVELOPMENT, PERSONALITY, AND HUMAN RELATIONS, (9) CITIZENSHIP, (10) COMMUNICATIONS SKILLS, (11) GOVERNMENT SERVICES, AND (12) APPLIED MATHEMATICS AND SCIENCE. EACH UNIT PROVIDES OBJECTIVES, READING MATERIALS, SUMMARY QUESTIONS, AND SUGGESTED STUDENT ACTIVITIES. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 180 HOURS. SUPPLEMENTARY MATERIALS INCLUDE AN EXTENSIVE BIBLIOGRAPHY OF BOOKS, PAMPHLETS, AND 16 MM FILMS. (EM)

VT 000 861
SUGGESTED GUIDE. TRAINING PROGRAM FOR FOOD SERVICE OCCUPATIONS.

KENTUCKY UNIV., LEXINGTON. DEPT. OF HOME ECONOMICS EDUCATION
PUB DATE - 65 62P.

DESCRIPTORS - *OCCUPATIONAL HOME ECONOMICS; *FOOD SERVICE WORKERS; WAITRESS TRAINING; HOSTESS TRAINING; SALAD GIRL TRAINING; LUNCH COUNTER WAITRESS TRAINING; CURRICULUM GUIDES; SECONDARY LEVEL; ADULT EDUCATION

ABSTRACT - CLASSROOM, LABORATORY WORK, AND ON-THE-JOB EXPERIENCES ARE SUGGESTED FOR PREPARING GIRLS AND WOMEN FOR OCCUPATIONS IN FOOD SERVICE AND AS WAITRESSES, HOSTESSES, SALAD GIRLS, AND LUNCH COUNTER WAITRESSES. THE SUGGESTED LENGTH OF THE PROGRAM IS 180 CLOCK HOURS INCLUDING CLASSWORK AND SUPERVISED WORK EXPERIENCES. THE FIRST THREE UNITS TEACH PRINCIPLES THAT ARE COMMON TO ALL FOOD SERVICES, SUCH AS NUTRITION, SAFETY, AND SANITATION. THE FOURTH UNIT OUTLINES TRAINING IN THE SPECIFIC FOOD SERVICE JOBS. TRAINEES SHOULD HAVE SOME WORK EXPERIENCE IN EACH OCCUPATION AT SOME TIME DURING THE TRAINING PROGRAM. SOME CRITERIA ARE LISTED FOR THE TRAINEES, TEACHERS, FACILITIES, AND COOPERATING BUSINESSES. THE APPENDIX INCLUDES LISTS AND SOURCES OF BOOKS, BULLETINS, FILMS AND FILM STRIPS, AND EVALUATION DEVICES SUGGESTED FOR USE WITH THE COURSE. (MS)

VT 000 905
SUPERVISED STUDY GUIDE IN MEATCUTTING.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL

EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($5.00 FOR THIS DOCUMENT ARE UNIT TESTS (VT 000 904)).
PUB DATE - SEP66 105P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MEAT CUTTERS; *MEAT; HIGH SCHOOLS; INDIVIDUAL INSTRUCTION; *COOPERATIVE EDUCATION

ABSTRACT - THIS GUIDE IS FOR STUDENTS USE IN STUDYING THE RELATED TECHNICAL INFORMATION OF THE MEATCUTTING TRADE IN HIGH SCHOOL COOPERATIVE TRAINING PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND TRADE ADVISORY COMMITTEE AT THE STATE LEVEL. UNITS OF INSTRUCTION ARE (1) ROUTINE SHOP WORK, (2) MEAT GRINDING AND SLICING, (3) WHOLESALE CUTS, (4) RETAIL CUTS, (5) POULTRY AND FISH, (6) PACKAGING, AND (7) HANDLING AND DISPLAYING MEATS. ASSIGNMENT SHEETS IN EACH UNIT GIVE THE LESSON SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. INFORMATION SHEETS ARE USED TO PRESENT MATERIAL WHICH IS NOT AVAILABLE OR NOT SUITABLY PRESENTED IN THE REFERENCES. UNIT TESTS ARE TO BE ASSIGNED BY THE TEACHER WHEN THE STUDENT HAS COMPLETED A GROUP OF ASSIGNMENTS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 2 YEARS OR 360 HOURS OF DIRECTED STUDY. THE TEACHER SHOULD HAVE NORMAL EDUCATION FOR HIGH SCHOOL COORDINATORS, AND THE STUDENTS SHOULD BE IN GRADE 11 OR GRADE 12 AND EMPLOYED IN A COOPERATIVE PROGRAM WITH AN OCCUPATIONAL GOAL OF BECOMING A LEARNING MEATCUTTER. SUPPLEMENTARY MATERIALS INCLUDE A 2-YEAR JOB AND CLASS PROGRESS RECORD AND A BIBLIOGRAPHY OF REQUIRED REFERENCES AND OTHER MATERIAL. UNIT TESTS ARE AVAILABLE IN VT 000 904, AND ANSWERS TO TEST AND STUDY GUIDE QUESTIONS ARE AVAILABLE IN VT 000 903. (HC)

VT 001 250
COMMERCIAL COOKING, A STUDY GUIDE AND PROGRESSION RECORD FOR COMMERCIAL COOKING STUDENTS IN A COOPERATIVE TRAINING PROGRAM. (FILE, NO. 1425).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($2.25).
PUB DATE - JUL66 138P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COOKS; *FOOD SERVICE; HIGH SCHOOLS; *COOPERATIVE EDUCATION

ABSTRACT - RELATED INSTRUCTIONAL MATERIAL AND A PROGRESS RECORD FORM ARE PROVIDED FOR USE BY STUDENTS IN GRADES 10, 11, AND 12 IN A COOPERATIVE PROGRAM IN AREA VOCATIONAL OR COMPREHENSIVE HIGH SCHOOLS. THE GUIDE WAS DEVELOPED AT THE STATE LEVEL BY A COMMITTEE OF TRADE AND INDUSTRIAL EDUCATION COORDINATORS WHO WERE SUBJECT MATTER SPECIALISTS AND TEACHER EDUCATORS. IT WAS TESTED IN HIGH SCHOOLS FOR 30 YEARS AND IS NOW BEING USED IN ALL STATES. ASSIGNMENT SHEETS, INFORMATION SHEETS, AND REFERENCES ARE COORDINATED WITH THE 56 JOBS WHICH ARE LISTED ON THE PROGRESS RECORD AND INCLUDE: (1) PREVENTION OF FOOD-BORNE DISEASES, (2) MAINTENANCE OF PHYSICAL FITNESS AND CLEANLINESS, (3) USE AND CARE OF KITCHEN EQUIPMENT, (4) MEAT COOKERY, (5) PASTRY COOKERY, AND (6) FRUIT AND VEGETABLE COOKERY. ONE PERIOD PER DAY FOR 2 YEARS, OR 360 HOURS, IS THE REQUIRED INSTRUCTIONAL TIME. THIS DOCUMENT IS AVAILABLE FOR $2.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. THE ANSWER BOOKLET, VT 000 852, IS AVAILABLE FOR $1.00 FROM THE SAME SOURCE. (MS)

VT 001 277
A GUIDE FOR USE IN DEVELOPING TRAINING PROGRAMS IN MECHANICAL TECHNOLOGY.

MISSISSIPPI STATE DEPT. OF VOCATIONAL EDUCATION, JACKSON
MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($4.00).
PUB DATE - JAN66 219P.

DESCRIPTORS - CURRICULUM; *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ENGINEERING TECHNICIANS; TECHNICAL EDUCATION; BIBLIOGRAPHIES; LABORATORY EQUIPMENT; PROGRAM PLANNING
IDENTIFIERS - MECHANICAL TECHNOLOGY

ABSTRACT - THIS RESOURCE MATERIAL IS FOR TEACHER USE IN PLANNING COURSES IN TECHNICAL PROGRAMS AT THE POSTSECONDARY LEVEL. IT WAS DEVELOPED BY TEACHERS AND DIRECTORS AND APPROVED BY AN INDUSTRIAL COMMITTEE. IT INCLUDES A 4-SEMESTER CURRICULUM, 24 COURSE OUTLINES, AND LABORATORY ACTIVITIES. OUTLINES INCLUDE--(1) MANUFACTURING PROCESSES I, (2) MATERIALS FOR INDUSTRY, (3) MANUFACTURING PROCESSES II, (4) HYDRAULICS AND PNEUMATICS, (5) METALLURGY, (6) INSPECTION TECHNIQUE, (7) STRENGTH OF MATERIALS, (8) MOTION AND TIME STUDY, (9) PRODUCTION PLANNING AND PROBLEMS, (10) MECHANICAL DRAFTING I AND II, (11) TECHNICAL MATH I - ALGEBRA, (12) TECHNICAL MATH II - TRIGONOMETRY, (13) TECHNICAL MATH III - ANALYTICAL GEOMETRY AND CALCULUS, (14) PHYSICS I - PROPERTIES OF MATTER AND MATERIALS, (15) PHYSICS II - HEAT, LIGHT, AND SOUND, AND (16) PHYSICS III - ELECTRICITY AND MAGNETISM. THE TEACHER SHOULD BE A TECHNICAL SCHOOL GRADUATE WITH BROAD JOB EXPERIENCE. A SAMPLE PRODUCTION PLANNING PROBLEM AND A LIST OF TOOLS AND EQUIPMENT ARE INCLUDED. A BIBLIOGRAPHY LISTS TESTS AND REFERENCES. (EM)

VT 001 278 ED 013 306
A GUIDE FOR USE IN DEVELOPING TRAINING PROGRAMS IN DRAFTING AND DESIGN TECHNOLOGY.

MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON.
MISSISSIPPI STATE UNIV., STATE COLLEGE.
PUB DATE - MAY65 158P.

DESCRIPTORS - CURRICULUM; *CURRICULUM GUIDES; *DESIGN; *DRAFTING; PROGRAM DEVELOPMENT; *TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - INITIAL COURSE OUTLINES WERE PREPARED BY INSTRUCTORS. INDIVIDUAL COURSES WERE THEN EXPANDED AND COORDINATED WITH OTHER COURSES. THE CURRICULUM LABORATORY STAFF REORGANIZED AND EDITED THE MATERIAL. A COMMITTEE OF INDUSTRIAL REPRESENTATIVES REVIEWED AND PERSONALLY ENDORSED IT AS BEING APPROPRIATE AND ADEQUATE FOR TRAINING DRAFTING AND DESIGN TECHNICIANS. THE CURRICULUM GUIDE COVERING 72 SEMESTER HOURS IS ARRANGED AS COURSE OUTLINES WHICH INCLUDE CONTENT TOPICS, CLASS AND LABORATORY HOURS, AND STUDENT ACTIVITIES. LISTED ARE 95 SUGGESTED TEXTS, DATED FROM 1943 TO 1964. STUDENTS SHOULD BE HIGH SCHOOL GRADUATES IN THE UPPER ONE-THIRD OF THEIR CLASS WITH TECHNICAL APTITUDES AND A MATH AND SCIENCE BACKGROUND. INSTRUCTORS SHOULD BE NO LESS THAN TECHNICAL SCHOOL GRADUATES WITH OCCUPATIONAL EXPERIENCE. COURSES INCLUDE (1) FUNDAMENTALS OF DRAFTING, (2) DESCRIPTIVE GEOMETRY, (3) MACHINE DRAFTING, (4) ELECTRICAL, PIPING, AND SHEET METAL DRAFTING, (5) ARCHITECTURAL DRAFTING, (6) STRUCTURAL DRAFTING, (7) MAP AND TOPOGRAPHIC DRAWING, (8) ALGEBRA, (9) TRIGONOMETRY, (10) STATICS AND STRENGTH OF MATERIALS, (11) PROPERTIES OF MATTER AND MECHANICS, (12) ANALYTICAL GEOMETRY AND CALCULUS, (13) SURVEYING, (14) ELECTRICITY AND MAGNETISM, AND (15) HEAT, LIGHT, AND SOUND. THIS DOCUMENT IS AVAILABLE FOR $4.00 FROM CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762. (EM)

VT 001 279
A GUIDE FOR USE IN DEVELOPING TRAINING PROGRAMS IN ELECTRONICS TECHNOLOGY.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
MISSISSIPPI STATE DEPT. OF VOCATIONAL EDUCATION, JACKSON
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($4.25, ORDERS LARGER THAN 10 COPIES PRINTED BY SPECIAL REQUEST).
PUB DATE - 64 177P.

DESCRIPTORS - CURRICULUM; *TEACHING GUIDES; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; ELECTRONICS; TECHNICAL EDUCATION; JUNIOR COLLEGES; BIBLIOGRAPHIES; PROGRAM PLANNING

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO PROVIDE A CURRICULUM, COURSE OUTLINES, LABORATORY ACTIVITIES, AND TEXTBOOK BIBLIOGRAPHIES USEFUL IN DEVELOPING TECHNICIAN TRAINING PROGRAMS IN ELECTRONICS AT THE POST-SECONDARY LEVEL. IT WAS DEVELOPED BY A COMMITTEE OF ELECTRONICS TEACHERS FROM JUNIOR COLLEGES IN MISSISSIPPI AND WAS ENDORSED BY AN INDUSTRIAL COMMITTEE. COURSE OUTLINES ARE GIVEN FOR (1) BASIC ELECTRICITY - DIRECT CURRENT, (2) ALTERNATING CURRENT FUNDAMENTALS, (3) VACUUM TUBES, (4) TRANSISTORS, (5) BASIC ELECTRONIC CIRCUITS, (6) ADVANCED ELECTRONIC CIRCUIT ANALYSIS, (7) INDUSTRIAL ELECTRONICS, (8) COMPUTERS, (9) DRAFTING FOR ELECTRONICS, (10) GRAPHICS, (11) TECHNICAL MATH - ALGEBRA, (12) SHOP PROCESSES - ELECTRONICS, (13) TECHNICAL MATH - TRIGONOMETRY, (14) TECHNICAL MATH - ANALYTICAL GEOMETRY AND CALCULUS, (15) PHYSICS - PROPERTY OF MATTER AND MECHANICS, AND (16) PHYSICS - HEAT, LIGHT, AND SOUND. EACH OUTLINE CORRELATES INSTRUCTION AND LABORATORY ACTIVITIES IN TWO COLUMNS AND LISTS SUGGESTED TEXTS AND REFERENCES. TWO SAMPLE EXPERIMENTS ARE INCLUDED. (EM)

VT 001 284
WELDING.

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION
VOCATIONAL INDUSTRIAL CURRICULUM DEPARTMENT, CAPITOL BUILDING, CHARLESTON, WEST VIRGINIA 25305 ($1.25).
PUB DATE - APR67 55P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *WELDING; GRADE 11; GRADE 12; ADULT VOCATIONAL EDUCATION; EDUCATIONAL EQUIPMENT; EDUCATIONAL FACILITIES; RECORDS (FORMS); LEARNING ACTIVITIES

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO ESTABLISH A SET OF STANDARDS FOR THE CONTENT AND EQUIPMENT USED IN VOCATIONAL WELDING COURSES AT THE SECONDARY, POSTSECONDARY, AND ADULT LEVEL. IT WAS DEVELOPED BY TEACHERS IN SEVERAL INSERVICE WORKSHOPS. CONTENTS INCLUDE: (1) A TOPICAL ANALYSIS OF GAS AND ELECTRICAL WELDING PROCESSES, (2) A TOPICAL COURSE OUTLINE INCLUDING STUDENT EXERCISES FOR EACH SECTION, (3) EQUIPMENT STANDARDS, (4) LIST OF INSTRUCTIONAL AIDS, AND (5) STUDENT PROGRESS RECORD FORMS. THE OUTLINE WAS DEVELOPED FOR 1,080 HOURS OF INSTRUCTION FOR AVERAGE STUDENTS BY A QUALIFIED INSTRUCTOR. (EM)

VT 001 287
MINE MAINTENANCE.

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
PUB DATE - 29APR66 42P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE REPAIRMEN; *EQUIPMENT MAINTENANCE; HIGH SCHOOLS; EDUCATIONAL EQUIPMENT; *MINING INDUSTRY

ABSTRACT - THIS COURSE OUTLINE WAS DEVELOPED BY A VOCATIONAL INSTRUCTOR WITH THE AID OF AN ADVISORY COMMITTEE FOR USE IN SECONDARY SCHOOLS OFFERING COURSES FOR MINE MAINTENANCE MECHANICS. COURSE UNITS ARE (1) INDUSTRIAL ELECTRICITY, (2) LUBRICATION, (3) WELDING, (4) MECHANICAL PARTS, (5) HYDRAULICS, AND (6) BASIC PNEUMATICS. ALSO INCLUDED IS AN EQUIPMENT LIST WHICH GIVES PRICES, A SUGGESTED FLOOR PLAN, AND A BIBLIOGRAPHY OF TEXTS AND TEACHING AIDS. (EM)

VT 001 288
DRAFTING.

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.

PUB DATE - 16JUN66 39P.

DESCRIPTORS - *DRAFTING; INSTRUCTIONAL MATERIALS; *DRAFTSMEN; *PROGRAM GUIDES; EDUCATIONAL FACILITIES; *TRADE AND INDUSTRIAL EDUCATION; SCHOOL SHOPS; SENIOR HIGH SCHOOLS; BIBLIOGRAPHIES

ABSTRACT - COOPERATIVE EFFORT OF DRAFTING INSTRUCTORS AND PROGRAM SPECIALISTS FOR VOCATIONAL-INDUSTRIAL EDUCATION RESULTED IN THIS SYLLABUS. THE OUTLINE MATERIAL WAS WRITTEN TO CONFORM TO THE LATEST EDITION OF "AMERICAN STANDARD DRAWINGS AND DRAFTING ROOM PRACTICE," AND IS INTENDED TO PROVIDE THE BASIC TECHNICAL SKILLS NECESSARY FOR JUNIORS AND SENIORS, UPON GRADUATION FROM HIGH SCHOOL, TO ENTER SUCCESSFULLY THE FIELD OF DRAFTING. THE COURSE OUTLINE COVERS: (1) LANGUAGE OF DRAWING, (2) LEARNING TO DRAW, (3) LETTERING, (4) DRAFTING CONSTRUCTIONS, (5) THEORY AND SHAPE DESCRIPTION, (6) SKETCHING, (7) READING GRAPHIC LANGUAGE, (8) INKING AND REPRODUCTION, (9) AUXILIARY VIEWS AND REVOLUTIONS, (10) SECTIONAL AND OTHER CONVENTIONAL VIEWS, (11) SIZE DESCRIPTIONS, (12) SCREWS, BOLTS, AND OTHER FASTENERS, (13) WORKING DRAWINGS, (14) PICTORIAL DRAWINGS, (15) TECHNICAL ILLUSTRATIONS, AND (16) SPECIALIZED FIELDS. THERE IS A RECOMMENDED SHOP FLOOR PLAN, AN EQUIPMENT LIST, AND A FACILITIES LIST. (PA)

VT 001 294
TRADE, INDUSTRIAL, TECHNICAL LIBRARY LIST

WASHINGTON STATE BOARD FOR VOCATIONAL EDUCATION, OLYMPIA. TRADE AND INDUSTRIAL-TECHNICAL DIV.
PUB DATE - JUN65 71P.

DESCRIPTORS - *BIBLIOGRAPHIES; *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *TEXTBOOKS

ABSTRACT - THIS LIST IS DIVIDED INTO THREE PARTS: (1) TEXTS CATEGORIZED BY OCCUPATIONAL AREAS IN THE "DICTIONARY OF OCCUPATIONAL TITLES," (2) COURSE OUTLINES, AND (3) AN ALPHABETICAL LIST OF PUBLISHERS. DATES ON THE TEXTS RANGE FROM 1903 TO 1965. THE OUTLINES ARE NOT DATED. TEXTS ARE GIVEN FOR 75 OCCUPATIONS AND COURSE OUTLINES FOR 92 OCCUPATIONS. (EM)

VT 001 337 ED 013 903
BERNDT, WILLIAM
PEACETIME RADIATION HAZARDS IN THE FIRE SERVICE, BASIC COURSE, RESOURCE MANUAL.

ATOMIC ENERGY COMMISSION, WASHINGTON, D.C.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-84019-CIRC-657
PUB DATE - 63

DESCRIPTORS - *FIRE FIGHTERS; *RADIATION; *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - FOR USE BY FIREMEN AND OTHER EMERGENCY PERSONNEL WHO MAY HAVE TO DEAL WITH FIRES OR SIMILAR EMERGENCIES INVOLVING RADIATION HAZARDS, THIS MANUAL IS CORRELATED WITH THE FOLLOWING INSTRUCTIONAL MATERIALS FOR THE 15-HOUR COURSE -- (1) AN INSTRUCTOR'S GUIDE (VT 002 117), (2) A STUDENT STUDY GUIDE (VT 001 878), AND (3) A SET OF TWENTY-TWO 20- BY 28-INCH CHARTS (OE 84002). CONTENT INCLUDES -- (1) BENEFICIAL USES OF NUCLEAR ENERGY, (2) LOCATING NUCLEAR ENERGY HAZARDS, (3) BASIC PRINCIPLES OF ATOMIC STRUCTURE AND RADIATION, (4) PROBLEMS OF RADIATION, (5) EXTERNAL RADIATION, (6) PROTECTION FROM EXTERNAL RADIATION, (7) PRINCIPLES OF RADIATION MEASUREMENT, (8) INTERNAL RADIATION AND PROTECTION, (9) CONTAMINATION, (10) FISSION PROCESS AND NUCLEAR REACTOR PRINCIPLES, (11) FIRE SERVICE PROBLEMS, AND (12) FIRE DEPARTMENT RESPONSIBILITIES IN THE NUCLEAR AGE. A BIBLIOGRAPHY AND A GLOSSARY ARE INCLUDED. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.284--84019 FOR $1.00 FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (PS)

VT 001 418
TAYLOR, RICHARD
COURSE OUTLINE FOR A POST HIGH SCHOOL TECHNICAL DRAFTING PROGRAM .

KANSAS STATE COLL. OF PITTSBURG
PUB DATE - 1SEP66 78P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *DRAFTING; POST SECONDARY EDUCATION

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHERS OF POST-SECONDARY DRAFTING COURSES FOR PLANNING PURPOSES. IT WAS DEVELOPED BY A COMMITTEE OF TEACHERS TO PROVIDE AN OUTLINE FOR A 2,160 HOUR COURSE. THE OUTLINE FOR THE FIRST YEAR CONTAINS 18 DRAFTING UNITS AND 18 RELATED UNITS. THE SECOND YEAR'S OUTLINE CONTAINS 10 DRAFTING AND 10 RELATED UNITS. SOME OF THE UNIT TITLES ARE: (1) PRECISION DIMENSIONING, (2) SURFACE INTERSECTION AND DEVELOPMENT, (3) WELDING DRAWINGS, (4) GEARS AND CAMS, (5) MENSURATION, (6) ESSENTIALS OF TRIGONOMETRY, (7) REPRODUCTION PROCESSES, (8) ELEMENTS OF ARCHITECTURE, (9) TOOL AND DIE DESIGN, (10) AIRCRAFT DRAWINGS, (11) VECTOR GEOMETRY, (12) STRENGTH OF MATERIALS, AND (13) FLUID PHYSICS. A BIBLIOGRAPHY OF 30 REFERENCES IS INCLUDED. (EM)

VT 001 464
SCHREINER, LEO; BROWN, RUSSELL
SUPERVISED STUDY GUIDE FOR TELEVISION CAMERAMEN (VIDEO-CAMERA ENGINEER).

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
PUB DATE - JAN67 64P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CAMERAMEN; *TELEVISION; HIGH SCHOOLS; *COOPERATIVE EDUCATION

ABSTRACT - THE RELATED TECHNICAL INFORMATION IN THIS GUIDE IS FOR USE, ON A SUPERVISED STUDY BASIS, BY JUNIORS AND SENIORS IN A COOPERATIVE PROGRAM IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. IT WAS WRITTEN BY TWO

COORDINATORS WORKING WITH AN ADVISORY COMMITTEE. THE ASSIGNMENT SHEETS COVER--(1) THE CAMERAMAN, (2) TELEVISION STUDIO, (3) STUDIO EQUIPMENT, (4) BASIC OPTICS, (5) TELEVISION LENSES, (6) PICTURE COMPOSITION, (7) FRAMING TECHNIQUES, (8) TECHNIQUES, (9) PANNING AND TILTING, (10) TRACKING AND CRABBING, (11) OTHER CAMERA MOVEMENTS, (12) REHEARSALS AND TRANSMISSIONS, (13) LIGHTING, AND (14) OUTSIDE BROADCASTS. EACH ASSIGNMENT PRESENTS SUBJECT, AIM, INTRODUDUCTORY INFORMATION, REFERENCES, AND QUESTIONS. A PROGRESS RECORD FORM COORDINATES CLASS AND JOB EXPERIENCES. A BIBLIOGRAPHY INCLUDES REQUIRED AND SUPPLEMENTAL REFERENCES. THE GUIDE IS INTENDED FOR USE IN 360 HOURS OF DIRECTED STUDY OR A 2-YEAR COURSE ON A PART-TIME BASIS. UNIT TESTS ARE AVAILABLE IN VT 001 465 AND ANSWERS TO ASSIGNMENTS AND UNIT TESTS IN VT 001 466. (EM)

VT 001 469
NAVARRO, ANGEL
SUPERVISED STUDY GUIDE FOR AUTO BODY AND FENDER REPAIRMAN.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($4.50).
PUB DATE - JAN67 95P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; MOTOR VEHICLES; HIGH SCHOOLS; *COOPERATIVE EDUCATION

ABSTRACT - THE RELATED TECHNICAL INFORMATION IN THIS GUIDE IS FOR USE, ON A SUPERVISED BASIS, BY JUNIORS AND SENIORS IN COOPERATIVE TRAINING PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS. IT WAS WRITTEN BY AN INSTRUCTOR IN A WORKSHOP SITUATION UNDER DIRECTION OF A TRAINING SPECIALIST AND A REVIEWING COMMITTEE. SOME OF THE 23 ASSIGNMENT SHEETS ARE--(1) AUTOMOBILE FRAMES, (2) AUTOMOBILE BODIES, (3) UNITIZED CONSTRUCTION, (4) SAFETY PRECAUTIONS IN THE BODY AND FENDER SHOP, (5) COLLISION, (6) SHRINKING AND FINISHING METALS, (7) FILLING, (8) BASIC STRAIGHTENING PROCEDURES AND EQUIPMENT, (9) WELDING AND BRAZING, AND (10) REFINISHING AND SPOT PAINTING. EACH ASSIGNMENT INCLUDES SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. A PROGRESS RECORD FORM COORDINATES JOB AND CLASS EXPERIENCES. THE GUIDE WAS INTENDED TO COVER 360 HOURS OF DIRECTED STUDY OR TWO YEARS ON A PART-TIME BASIS. UNIT TESTS ARE AVAILABLE IN VT 001 468, AND ANSWERS TO ASSIGNMENT SHEETS AND TESTS ARE IN VT 001 467. (EM)

VT 001 531
CUSTODIAN TRAINING .

MODESTO JUNIOR COLLEGE, CALIF. ADULT DIV.
ADULT DIVISION, MODESTO JUNIOR COLLEGE, MODESTO, CALIFORNIA 95350.
PUB DATE - MAY66 16P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CUSTODIAN TRAINING; *JANITORS; ADULT VOCATIONAL EDUCATION; VOCATIONAL RETRAINING
IDENTIFIERS - MDTA PROGRAMS; *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS

ABSTRACT - THIS GUIDE IS FOR TEACHER AND ADMINISTRATOR USE IN PLANNING A PROGRAM IN CUSTODIAN TRAINING TO PREPARE UNEMPLOYED PERSONS TO MEET THE PERFORMANCE STANDARDS AND PERSONAL REQUIREMENTS NECESSARY TO ENTER EMPLOYMENT AS CUSTODIANS AND TO PERFORM SUCCESSFULLY ON A CONTINUING BASIS IN SUCH A POSITION. IT WAS DEVELOPED BY THE MODESTO MULTI-OCCUPATIONAL PROJECT, ADULT EDUCATION DIVISION, MODESTO JUNIOR COLLEGE AND WAS TESTED BOTH THROUGH USE AND ANALYSIS OF RESULTING DATA. PROJECT OPERATIONAL PROCEDURE INFORMATION WHICH WOULD BE APPLICABLE TO OTHER PROGRAMS INCLUDES SOURCE AND SELECTION OF TRAINEES, TEACHER BACKGROUND, TIME ALLOCATIONS, SPACE AND EQUIPMENT, CURRICULUM DEVELOPMENT, COURSE OFFERINGS, TEACHING METHODS, AND JOB PLACEMENT. REPRESENTATIVE SUBJECTS STUDIED WERE (1) RESPONSIBILITIES, SECURITY MEASURES, AND PERSONAL LIABILITIES, (2) FLAG CODE, PUBLIC ADDRESS SYSTEMS, REPORTS, (3) CLASSROOM CLEANING PROCEDURE, (4) SAFETY, (5) CAFETERIA AND KITCHEN CARE, AND (6) SUMMER RENOVATION. A TOTAL OF 360 HOURS ARE REQUIRED FOR THE COURSE. THE TEACHER SHOULD HAVE CUSTODIAL EXPERIENCE, AND THE STUDENTS SHOULD BE UNEMPLOYED MEN WHO CANNOT FIND APPROPRIATE WORK BECAUSE OF THEIR LACK OF EDUCATION AND TRAINING, OR MEN WORKING LESS THAN FULL TIME OR AT A SKILL BELOW THEIR ABILITY LEVEL. THE DOCUMENT IS MIMEOGRAPHED AND IS SUPPLEMENTED WITH COMMENTS FROM MANPOWER DEVELOPMENT AND TRAINING ACT POST-TRAINING FOLLOWUP REPORTS. (HC)

VT 001 534 ED 013 308
WORTHING, ROBERT
PHYSICS AND CHEMISTRY FOR THE AUTOMOTIVE TRADES.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
PUB DATE - JAN67 253P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION); *CHEMISTRY; HIGH SCHOOLS; LABORATORY EXPERIMENTS; MOTOR VEHICLES; *PHYSICS; *STUDY GUIDES; TECHNICAL EDUCATION; TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - DESIGNED FOR STUDENT USE, THIS MANUAL PRESENTS RELATED INFORMATION AND LABORATORY EXPERIMENTS FOR A 1-YEAR COURSE IN APPLIED PHYSICS AND CHEMISTRY. IT WAS DEVELOPED BY ESSEX COUNTY AUTOMOTIVE TEACHERS. CONTENT HEADINGS ARE -- (1) MATTER AND ITS PROPERTIES (15 EXPERIMENTS), (2) MECHANICS (4 EXPERIMENTS), (3) HEAT (3 EXPERIMENTS), (4) ELECTRICITY (8 EXPERIMENTS), (5) SOUND, AND (6) LIGHT. EACH EXPERIMENT LISTS THE NECESSARY MATERIALS, PROCEDURES, AND CONCLUSIONS. NUMEROUS ILLUSTRATIONS ARE PROVIDED, MOST OF WHICH ARE PHOTOGRAPHS OR LINE DRAWINGS. STUDENTS MAY BE EITHER HIGH SCHOOL OR POST-SECONDARY LEVEL. THE TEACHER SHOULD BE CERTIFIED AND HAVE A

SCIENCE-AUTOMOTIVE BACKGROUND. THIS DOCUMENT IS AVAILABLE FOR $2.00 FROM THE VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903. (EM)

VT 001 627
BAUGRUD, KIM
AUTO MECHANICS GROUP INSTRUCTION, INSTRUCTOR'S GUIDE FOR USE WITH A COURSE OF STUDY FOR STUDENTS IN AUTO MECHANICS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - OCT66 34P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; HIGH SCHOOLS; GROUP INSTRUCTION; *COOPERATIVE EDUCATION

ABSTRACT - THIS INSTRUCTOR'S GUIDE PROVIDES AN ORGANIZED GROUP INSTRUCTIONAL PROCEDURE FOR TEACHER USE IN HIGH SCHOOL OR POST-HIGH SCHOOL COOPERATIVE EDUCATION PROGRAMS IN AUTO MECHANICS. IT WAS DEVELOPED BY A STATEWIDE DEVELOPMENT COMMITTEE AND RESEARCH ASSISTANTS, DESIGNED BY SUBJECT MATTER SPECIALISTS AND TEACHER EDUCATORS, AND FIELD TESTED. IT PROVIDES RESOURCE MATERIAL TO SUPPLEMENT CLASS DISCUSSION TOPICS IN THE STUDENT MANUAL (VT 001 628). THE ASSIGNMENT SHEET KEYS PROVIDE ANSWERS TO STUDENT ASSIGNMENT SHEETS, SUGGESTED SUPPLEMENTARY ASSIGNMENTS, AND VISUAL AIDS, AND OTHER RESOURCES. THE MATERIAL IS TO BE USED BY THE INSTRUCTOR IN A 1-YEAR PROGRAM, AND, SINCE IT IS INTENDED AS A BASIC GUIDE, SHOULD BE ADAPTED TO THE INDIVIDUAL INSTRUCTOR'S NEEDS. THE INSTRUCTOR SHOULD BE A COMPETENT VOCATIONAL TEACHER, AND THE STUDENTS SHOULD BE JUNIORS IN HIGH SCHOOL WITH PROPER PREREQUISITES. THE DOCUMENT IS MIMEOGRAPHED. LISTS OF AUTOMOTIVE INSTRUCTIONAL AIDS AND SPECIFICATION MANUALS ARE INCLUDED. (HC)

VT 001 628
KARNES, JAMES B.
AUTO MECHANICS GROUP INSTRUCTION, A COURSE OF STUDY DESIGNED FOR STUDENTS PREPARING FOR OR PRESENTLY EMPLOYED IN AUTO MECHANICS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - OCT66 75P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); HIGH SCHOOLS; JOB ANALYSIS; GROUP INSTRUCTION; *COOPERATIVE EDUCATION; *MOTOR VEHICLES

ABSTRACT - STUDENTS MAY USE THIS GUIDE IN STUDYING TECHNICAL AND RELATED INFORMATION IN HIGH, POST-HIGH, OR AREA VOCATIONAL SCHOOL AUTO MECHANICS PROGRAMS. IT WAS DEVELOPED AT THE STATE LEVEL BY A COMMITTEE AND RESEARCH ASSISTANTS AND HAS BEEN FIELD TESTED. THE 23 ASSIGNMENT SHEETS CONTAIN INTRODUCTORY STATEMENTS, ASSIGNMENTS, REFERENCES, AND DISCUSSION QUESTIONS. THE QUESTIONS GUIDE THE STUDENT TO THE IMPORTANT ASPECTS OF THE READING ASSIGNMENTS AND FORM A BASIS OR GUIDE FOR CLASSROOM DISCUSSIONS. REPRESENTATIVE ASSIGNMENT SHEET TITLES ARE (1) BASIC COMPONENTS OF THE AUTOMOBILE, (2) AUTOMOBILE ENGINE COMPONENTS, (3) ENGINE SERVICE, (4) CLUTCHES AND CLUTCH SERVICE, AND (5) AIR CONDITIONING. AN INFORMATION SHEET IS INCLUDED ON JOB MANAGEMENT. THE MATERIAL IS TO BE USED ON A GROUP OR CLASS BASIS IN CONJUNCTION WITH EXPERIENCE IN ACTUAL REPAIR SITUATIONS OF AN AUTOMOBILE OR COMPONENT PARTS UNDER TEACHER SUPERVISION FOR 1 YEAR OR 180 DAYS. TEACHERS SHOULD BE VOCATIONALLY COMPETENT, AND STUDENTS SHOULD BE IN GRADE 11 OR 12 AND HAVE PROPER PREREQUISITES. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF REFERENCES AND A TRADE ANALYSIS. A SECOND STUDY GUIDE (VT 002 080) HAS BEEN DEVELOPED FOR INDIVIDUAL STUDY. IT IS BASED ON THE SAME REFERENCES AND HAS THE SAME ASSIGNMENTS WITH OBJECTIVE-TYPE QUESTIONS WHICH MAY BE USED FOR TEST PURPOSES WITH THIS STUDY GUIDE. AN ANSWER KEY (VT 002 081) WHICH LOCATES THE QUESTION REFERENCE SOURCES IS AVAILABLE FOR BOTH STUDY GUIDES. (HC)

VT 001 663
A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL OFFSET PRINTING.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($1.00).
PUB DATE - OCT67 57P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PRINTERS; *OFFSET LITHOGRAPHY; HIGH SCHOOLS; OCCUPATIONAL INFORMATION

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN PLANNING A COURSE AND DEVELOPING INSTRUCTIONAL MATERIALS FOR TRADE PREPARATORY OFFSET PRINTING IN THE SECONDARY SCHOOLS. IT WAS DEVELOPED BY TWO TRADE INSTRUCTORS AND THE INSTRUCTIONAL LABORATORY STAFF BY IDENTIFYING THE MAJOR AREAS OF THE TRADE AND GROUPING THE BASIC MANIPULATIVE ACTIVITIES AND INFORMATION NECESSARY FOR INTELLIGENT JOB PERFORMANCE INTO INSTRUCTIONAL BLOCKS. THIS IS A PRELIMINARY DRAFT TO BE REVISED AFTER REVIEW BY INSTRUCTORS AND AN INDUSTRIAL COMMITTEE. THE COURSE OBJECTIVE IS TO DEVELOP KNOWLEDGES AND SKILLS THAT QUALIFY THE TRAINEE FOR EMPLOYMENT AS AN ADVANCED LEARNER IN THE TRADE. THE ANALYSIS OF OPERATIONS AND RELATED INSTRUCTION ARE OUTLINED IN INSTRUCTIONAL BLOCKS--(1) COMPOSITION, (2) CAMERA, (3) MASKING AND STRIPPING, (4) PLATEMAKING, (5) PRESSWORK, (6) BINDING, AND (7) COMPREHENSIVE PROBLEM. THE SUGGESTED NUMBER OF HOURS ASSIGNED TO EACH BLOCK INDICATES THE RELATIVE AMOUNT OF EMPHASIS ON

EACH AREA IN ITS RELATION TO THE TOTAL 1,080-HOUR TRAINING PERIOD. THE TEACHER SHOULD BE TRADE COMPETENT WITH TEACHING SKILLS, AND THE STUDENTS SHOULD BE THOSE WHO WANT, NEED, AND ARE ABLE TO PROFIT FROM THE TRAINING. STUDENT SELECTION SHOULD BE BASED ON TESTS, SCHOOL RECORDS, AND PERSONAL INTERVIEW. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF RECOMMENDED TEXTS, SUGGESTED REFERENCES, EQUIPMENT, AND SUPPLIES. (HC)

VT 001 671
WELDING, A STUDY GUIDE AND PROGRESSION RECORD FOR WELDING STUDENTS IN A COOPERATIVE TRAINING PROGRAM. (FILE, NO. 467-R).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486, (GUIDE AND ANSWER KEY $3.25).
PUB DATE - SEP66 98P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *WELDING; HIGH SCHOOLS; *COOPERATIVE EDUCATION; STUDENT RECORDS

ABSTRACT - THE PURPOSE OF THIS GUIDE IS TO PROVIDE DIRECTION FOR RELATED STUDY AND A MEANS FOR CHECKING CLASS AND ON-THE-JOB PROGRESS OF HIGH SCHOOL STUDENTS IN COOPERATIVE TRAINING PROGRAMS. IT WAS DEVELOPED AT THE STATE LEVEL BY A COMMITTEE OF TRADE AND INDUSTRIAL COORDINATORS. THE CONTENTS INCLUDE A 72-ITEM TRADE ANALYSIS, SAFETY REGULATIONS, A DAILY PROGRESS RECORD, AND STUDY QUESTIONS FOR EACH ANALYSIS ITEM. THE ESSAY-TYPE QUESTIONS ARE KEYED TO FIVE REFERENCES. UNITS ARE GENERAL INFORMATION, OXY-ACETYLENE WELDING AND CUTTING, ARC WELDING, AND TUNGSTEN INERT GAS WELDING. THE TIME REQUIRED IS 1 PERIOD PER DAY FOR 2 YEARS. THE BIBLIOGRAPHY CITES TWO SUPPLEMENTARY REFERENCES AND TWO FILMS. ANSWERS (VT 001 652) ARE AVAILABLE FOR $1.50. BOTH THIS GUIDE AND THE ANSWER KEY ARE AVAILABLE FOR $3.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. (EM)

VT 001 678
SAFETY POLICY MANUAL FOR THE TECHNICAL SCHOOLS OF HAWAII. CIRCULAR-96.

HAWAII STATE DEPT. OF EDUCATION, HONOLULU
PUB DATE - 64 75P.

DESCRIPTORS - *SAFETY; *ACCIDENT PREVENTION; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE PURPOSE OF THIS MANUAL IS TO ASSIST INSTRUCTORS IN CARRYING OUT SAFETY RESPONSIBILITIES AND TO HELP TRAIN STUDENTS IN SAFE WORKING HABITS. CHAPTER HEADINGS ARE: (1) PURPOSE, (2) POLICY ON USE OF SHOPS BY PERSONNEL, (3) RESPONSIBILITY OF THE DISTRICT SUPERINTENDENT, (4) RESPONSIBILITY OF THE PRINCIPAL, (5) RESPONSIBILITY OF THE INSTRUCTOR, (6) CLOTHING REGULATIONS AND SAFETY EQUIPMENT REQUIRED OF ALL STUDENTS, (7) ACCIDENT REPORTS, (8) GENERAL ELECTRICAL SAFETY POLICY FOR ALL SHOPS, (9) COLOR ENGINEERING REQUIREMENTS FOR TECHNICAL SCHOOL SHOPS, AND (10) SAFETY RULES FOR SPECIFIC SHOPS. THE LAST CHAPTER COVERS THESE SHOPS: (1) AIRCRAFT MECHANICS, (2) AUTO BODY, (3) AUTO MECHANICS, (4) DIESEL MECHANICS, (5) CAFETERIA MANAGEMENT, (6) CARPENTRY AND CABINETMAKING, (7) COMMERCIAL SEWING, (8) COSMETOLOGY, (9) ELECTRICITY, (10) ELECTRONICS, (11) RADIO AND TELEVISION, (12) MACHINE SHOP, (13) REFRIGERATION AND AIR CONDITIONING, (14) SHEET METAL, AND (15) WELDING. (EM)

VT 001 731
MECHANIC, REFRIGERATION (D.O.T. OCCUPATIONAL CODE 5.83.941) SUGGESTED GUIDE FOR A TRAINING COURSE .

OHIO STATE UNIV., COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICES
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
PUB DATE - 66 29P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION MECHANICS; POST SECONDARY EDUCATION; PROGRAM PLANNING
IDENTIFIERS - MDTA PROGRAMS; MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR ADMINISTRATORS AND TEACHERS USE IN DEVELOPING COURSE CONTENT FOR TRAINING PERSONS AT THE POST-HIGH SCHOOL LEVEL FOR EMPLOYMENT AS REFRIGERATOR MECHANICS. IT WAS DEVELOPED BY THE OHIO STATE UNIVERSITY UNDER CONTRACTUAL ARRANGEMENTS WITH THE U.S. OFFICE OF EDUCATION, DIVISION OF VOCATIONAL AND TECHNICAL EDUCATION. THIS GUIDE IS FOR DISCUSSION PURPOSES ONLY. THE COURSE OBJECTIVES ARE TO PREPARE THE TRAINEES TO: (1) UNDERSTAND THE THEORY OF REFRIGERATION, (2) KNOW THE DIFFERENT KINDS OF REFRIGERANTS AND HOW AND WHEN TO USE THEM, (3) READ, INTERPRET, AND CARE FOR TEMPERATURE AND PRESSURE INSTRUMENTS AND CHARTS, (4) UNDERSTAND THE FUNCTION OF MOTORS AND MOTOR CONTROLS, AND (5) PROVIDE PREVENTIVE MAINTENANCE AND REPAIR OF ALL REFRIGERATION SYSTEM COMPONENT PARTS. TYPICAL INSTRUCTIONAL UNITS ARE: (1) METHODS OF REFRIGERATION, (2) REFRIGERANTS, AND (3) MOTORS AND MOTOR CONTROLS. EACH OF THE 6 UNITS ARE OUTLINED TO PROVIDE THE TRAINING TIME, OBJECTIVES, AND UNIT OUTLINE. THE COURSE IS DESIGNED FOR 1,400 HOURS OF INSTRUCTION. THE TIME ALLOCATIONS FOR EACH UNIT MAY BE CHANGED TO MEET TRAINEE AND COMMUNITY NEEDS. THE TEACHER SHOULD HAVE A BROAD BACKGROUND OF TRAINING AND CURRENT EXPERIENCE IN THE REFRIGERATION INDUSTRY AND SHOULD MEET STATE CERTIFICATION REQUIREMENTS. THE STUDENTS SHOULD HAVE A HIGH SCHOOL EDUCATION OR MATURITY AS NEEDED TO PROFIT FROM TRAINING AND HAVE SCORED SATISFACTORILY ON THE GENERAL APTITUDE TEST BATTERY. SUPPLEMENTARY MATERIALS INCLUDE SUGGESTIONS ON TEACHING THE COURSE, A LIST OF REFERENCES AND TEXTBOOKS, AND SUGGESTED EQUIPMENT, SMALL TOOLS, SUPPLIES AND TRAINING FACILITY. (HC)

VT 001 736 ED 013 309
BROOKING, WALTER J. , AND OTHERS
ELECTRONIC TECHNOLOGY, A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80009-A
PUB DATE - APR66 114P.

DESCRIPTORS - CURRICULUM; *CURRICULUM GUIDES; EDUCATIONAL FACILITIES; ELECTRONICS; *ELECTRONIC TECHNICIANS; ORGANIZATIONS (GROUPS); *PROGRAM DEVELOPMENT; *TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE PURPOSE OF THIS REVISED CURRICULUM GUIDE IS TO AID ADMINISTRATORS, SUPERVISORS, AND TEACHERS TO PLAN, DEVELOP, AND EVALUATE PROGRAMS. THE BASIC MATERIALS WERE PREPARED BY THE TECHNICAL INSTITUTE DIVISION OF THE OKLAHOMA STATE UNIVERSITY PURSUANT TO A U.S. OFFICE OF EDUCATION (USOE) CONTRACT. THE FINAL DRAFT WAS PREPARED BY USOE PERSONNEL. TECHNICAL ACCURACY WAS CHECKED BY NINE ENGINEERS, INDUSTRIALISTS, AND EDUCATORS. THE CONTENTS INCLUDE SUGGESTED COURSE OUTLINES, SEQUENCE OF TECHNICAL EDUCATION PROCEDURE, LABORATORY LAYOUTS, LISTS OF LABORATORY EQUIPMENT AND COSTS, SUGGESTED TEXTS AND REFERENCES, A DISCUSSION OF LIBRARY FACILITIES, AND A SELECTED LIST OF SCIENTIFIC AND TECHNICAL SOCIETIES. THE COURSE OUTLINES INCLUDE HOURS REQUIRED, COURSE DESCRIPTION, MAJOR DIVISIONS (OUTLINE), TEXTS AND REFERENCES, AND VISUAL AIDS. THE APPENDIX ALSO CONTAINS EXAMPLES OF INSTRUCTIONAL MATERIALS AND REPORT WRITING STANDARDS. INSTRUCTORS SHOULD BE TECHNICALLY PROFICIENT AND HAVE INDUSTRIAL EXPERIENCE. STUDENTS SHOULD HAVE ONE YEAR OF HIGH SCHOOL ALGEBRA, GEOMETRY, AND PHYSICS AS A PREREQUISITE. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.280--80009A FOR $1.00 FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (EM)

VT 001 791 ED 012 320
OETTMEIER, ARTHUR J. , AND OTHERS
AUTOMOTIVE SERVICE SPECIALIST, A SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-87015
PUB DATE - 65 86P.

DESCRIPTORS - *ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS; *CURRICULUM GUIDES; *HIGH SCHOOLS; MOTOR VEHICLES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - DISTRICT OF COLUMBIA; INDUSTRIAL MATERIALS

ABSTRACT - THE PURPOSE OF THIS TEACHING GUIDE IS TO SERVE AS A REFERENCE AND COURSE OUTLINE FOR THE INSTRUCTOR. IT WAS DEVELOPED BY A COLLEGE AUTOMOTIVE DEPARTMENT HEAD AND REPRESENTATIVES OF AUTOMOTIVE SERVICE INDUSTRIES, PETROLEUM INDUSTRIES, AND GARAGES. THIS COURSE IS ADAPTABLE TO PREPARATORY, UPGRADING, OR RETRAINING PURPOSES. UNITS ARE SERVICE ORIENTATION AND MAINTENANCE, ELECTRICAL AND FUEL SERVICE, AND SUSPENSION AND BRAKE SERVICE. EACH LESSON INCLUDES TIME ALLOCATION, TOOLS AND MATERIALS, TEACHING GUIDE, DISCUSSION TOPICS, LABORATORY ACTIVITY, AND SHOP ACTIVITY. EACH OF THE THREE UNITS REQUIRES 12 WEEKS OF INSTRUCTION, LASTING 7 HOURS PER DAY, 5 DAYS A WEEK. THE APPENDIX CONTAINS--HAND TOOLS AND SPECIALIZED TOOL KITS, GENERAL SHOP EQUIPMENT AND TOOLS, BASIC EQUIPMENT AND TOOLS, SUGGESTED OPERATING SUPPLIES, AND COST SUMMARY (FOR A CLASS OF 15 STUDENTS). A SELECTED BIBLIOGRAPHY CONTAINS REFERENCE MATERIALS, SPECIFICATION MANUALS, AND INSTRUCTIONAL AIDS. THIS DOCUMENT IS ALSO AVAILABLE AS FS 5.287--87015 FROM THE SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402, FOR $0.45. (EM)

VT 001 829
CHAMBERS, W.W.
MECHANIC, ELECTRONIC (INDUSTRIAL), SUGGESTED GUIDE FOR A TRAINING PROGRAM.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
PUB DATE - 65 42P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC MECHANICS; *ELECTRONICS; POST SECONDARY EDUCATION; PROGRAM PLANNING
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR ADMINISTRATOR AND TEACHER USE IN ORGANIZING COURSES AND DEVELOPING COURSE CONTENT FOR POST-HIGH SCHOOL PROGRAMS TO PREPARE PERSONS FOR EMPLOYMENT AS ELECTRONIC MECHANICS. IT WAS DEVELOPED BY THE OHIO STATE UNIVERSITY UNDER CONTRACTUAL ARRANGEMENTS WITH THE U.S. OFFICE OF EDUCATION DIVISION OF VOCATIONAL AND TECHNICAL EDUCATION. THE OBJECTIVES OF THE COURSE ARE TO PREPARE TRAINEES TO (1) SOLVE MATHEMATICS PROBLEMS INVOLVED IN ELECTRONIC WORK, (2) READ, INTERPRET, AND USE ELECTRONIC DRAWINGS, AND (3) UNDERSTAND AND MAKE PRACTICAL APPLICATIONS OF THE FUNDAMENTALS OF ELECTRICITY, ELECTRONICS, AND ELECTRONIC AND MAGNETIC CONTROLS. SOME OF THE 7 UNITS ARE (1) BASIC MATHEMATICS FOR ELECTRONICS, (2) FUNDAMENTALS OF ELECTRICITY, AND (3) FUNDAMENTALS OF ELECTRONIC CONTROLS. EACH UNIT GIVES THE SUGGESTED TRAINING TIME, OBJECTIVES, AND SUBJECT MATTER OUTLINES. THE TIME ALLOCATIONS FOR EACH UNIT WITHIN THE 2,000 HOUR COURSE MAY BE CHANGED TO MEET TRAINEE AND COMMUNITY NEEDS. THE TEACHER SHOULD UNDERSTAND THE PHILOSOPHY, OBJECTIVES, AND REQUIREMENTS OF THE PROGRAM AND MEET STATE TEACHER CERTIFICATION REQUIREMENTS. STUDENTS SHOULD HAVE A HIGH SCHOOL EDUCATION OR MATURITY AS NEEDED TO PROFIT FROM TRAINING AND HAVE SATISFACTORY SCORES ON THE GENERAL APTITUDE TEST BATTERY B-359. SUGGESTIONS FOR TEACHING THE COURSE, A LIST OF REFERENCES, AND SUGGESTED EQUIPMENT, TOOLS, SUPPLIES, A TRAINING FACILITIES ARE INCLUDED. (HC)

VT 001 837
KARNES, JAMES P., ED.
AUTO BODY REPAIR, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN AUTO BODY AND REPAIR SHOPS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL

EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 (ANSWER AND GUIDE $2.00).
PUB DATE - MAR65 170P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTOMOBILE BODY REPAIRMEN; MOTOR VEHICLES; HIGH SCHOOLS; *COOPERATIVE EDUCATION

ABSTRACT - THIS ANALYSIS OF JOB TRAINING AND RELATED INFORMATION IN THIS COURSE IS FOR USE BY SECONDARY OR POST-SECONDARY STUDENTS IN A COOPERATIVE OR PREPARATORY TRADE AND INDUSTRIAL PROGRAM. IT WAS DESIGNED BY GRADUATE RESEARCH ASSISTANTS IN COOPERATION WITH TRADE TEACHERS AND AN ADVISORY COMMITTEE. TWENTY-ONE ASSIGNMENT SHEETS COVER 157 UNITS AND PRESENT INTRODUCTORY INFORMATION, ASSIGNMENT, REFERENCES, AND OBJECTIVE TYPE QUESTIONS WHICH ARE KEYED TO A REFERENCE. JOB TRAINING AND RELATED INFORMATION ARE COORDINATED FOR EACH ASSIGNMENT. SOME ASSIGNMENT SHEET SUBJECTS ARE POWER TOOLS AND EQUIPMENT, BODY AND FRAME CONSTRUCTION, DOOR REPAIR, AND REFINISHING PROCEDURES. INFORMATION SHEETS PRESENT ADDITIONAL MATERIAL ON THE AUTO BODY REPAIR BUSINESS, HAZARDS, BODY REPAIR PROCEDURES, AND JOB MANAGEMENT AND PRICING. THE 180 HOURS OF RELATED INSTRUCTION SHOULD BE SUPERVISED BY A QUALIFIED COORDINATOR OR TRADE TEACHER. PROGRESS RECORDS FOR USE BY THE STUDENT, EMPLOYER, AND INSTRUCTOR AND A BIBLIOGRAPHY OF SIX REFERENCES ARE INCLUDED. ANSWERS TO ASSIGNMENT QUESTIONS ARE AVAILABLE IN VT 002 033. ANSWERS AND THIS GUIDE ARE AVAILABLE FOR $2.00 FROM INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201. (EM)

VT 001 856 ED 013 312
MECHANICAL TECHNOLOGY, DESIGN AND PRODUCTION, A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80019
PUB DATE - 64 111P.

DESCRIPTORS - *BIBLIOGRAPHIES; CURRICULUM; *CURRICULUM GUIDES; EDUCATIONAL FACILITIES; *ENGINEERING TECHNICIANS; INSTRUCTIONAL MATERIALS; *MECHANICS (PROCESS); PROGRAM DEVELOPMENT; *TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO ASSIST ADMINISTRATORS, SUPERVISORS, AND TEACHERS TO PLAN AND DEVELOP 2-YEAR POST-SECONDARY EDUCATION PROGRAMS IN MECHANICAL DESIGN AND PRODUCTION. TECHNICAL MATERIALS WERE DEVELOPED BY AN INSTITUTE STAFF FOR THE WISCONSIN STATE BOARD FOR VOCATIONAL EDUCATION UNDER CONTRACT TO THE U.S. OFFICE OF EDUCATION (USOE) AND INCLUDE SUGGESTIONS FROM OTHER INSTITUTIONS. ENGINEERS, EDUCATORS, AND USOE STAFF MEMBERS REVIEWED THE MATERIALS PRIOR TO PUBLICATION. THE CURRICULUM IS DESIGNED TO PROVIDE MAXIMUM TECHNICAL INSTRUCTION IN THE TIME ALLOTTED, AND SUPPORTING SCIENTIFIC COURSES ARE COORDINATED WITH TECHNICAL COURSES. THE OBJECTIVE OF THE CURRICULUM IS TO PREPARE TECHNICIANS FOR ENTRY, ADVANCEMENT, AND FURTHER STUDY IN THE TECHNOLOGY. THE 2-YEAR CURRICULUM IS DESCRIBED, CLASSIFIED, AND SCHEDULED FOR BOTH DESIGN AND PRODUCTION OPTIONS. COURSE DESCRIPTIONS INCLUDE TIME ALLOTMENTS, UNIT OUTLINES, LABORATORY ACTIVITIES, TEXTS, REFERENCES, AND VISUAL AIDS. A BIBLIOGRAPHY IS INCLUDED. THE APPENDIX INCLUDES SAMPLE INSTRUCTIONAL MATERIAL AND A DESCRIPTION OF SUGGESTED INSTRUCTIONAL FACILITIES. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.280--80019 FOR 70 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (JM)

VT 001 867
ADVANCED POLICE TRAINING PROGRAM .

PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. PUBLIC SERVICE INST. POLICE TRAINING ADVISORY COMMITTEE, PA.
PUB DATE - 66 155P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *POLICE; *POLICE ACTION; *LAW ENFORCEMENT; ADULT VOCATIONAL EDUCATION; INSERVICE PROGRAMS
IDENTIFIERS - PENNSYLVANIA

ABSTRACT - THIS REFERENCE MANUAL WAS DEVELOPED BY THE PUBLIC SERVICE INSTITUTE AND AN ADVISORY COMMITTEE FOR USE BY TEACHERS AND STUDENTS IN POLICE INSERVICE TRAINING COURSES. CHAPTER HEADINGS ARE: (1) INVESTIGATIONS, (2) INVESTIGATIONS OF CRIMES OF AVARICE, (3) INVESTIGATIONS OF CRIMES OF LUST, (4) INVESTIGATIONS OF ARSON, (5) INVESTIGATIONS OF CRIMES OF MALICE, (6) INTERVIEWING A WITNESS, (7) INTERVIEWING A SUSPECT, (8) INVESTIGATION AT THE SCENE OF A CRIME, ACCIDENT OR OTHER INCIDENT, (9) MAPS, SKETCHES, AND PHOTOGRAPHS, (10) COOPERATION IN INVESTIGATION, (11) ACCIDENTS, (12) INVOLUNTARY MANSLAUGHTER, (13) VEHICULAR COLLISIONS, (14) EVIDENCE OF VEHICULAR COLLISIONS, (15) REPORTS, (16) APPREHENSION OF THE SUSPECT, AND (17) PREPARATION OF A CASE FOR COURT. EACH CHAPTER MAKES A SUMMARIZED PRESENTATION OF THE TOPIC UNDER DISCUSSION. STUDENTS SHOULD BE EMPLOYED IN POLICE WORK; THE TEACHER SHOULD HAVE SIX YEARS IN POLICE WORK. THIS 60-HOUR COURSE WAS DESIGNED FOR USE IN PENNSYLVANIA. VT 001 918 COVERS A SIMILAR BASIC POLICE COURSE. (EM)

VT 001 872 ED 012 782
COLICCHIO, ANTOINETTE J.
PATTERNMAKING AND DESIGN.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
PUB DATE - JAN67 313P.

DESCRIPTORS - *CLOTHING DESIGN; HIGH SCHOOLS; NEEDLE TRADES; *PATTERNMAKING; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - NEW BRUNSWICK; TRENTON

ABSTRACT - SKILLS IN PATTERNMAKING ARE IMPORTANT TO ALL EMPLOYED IN THE DESIGNING ROOM IN WOMEN'S GARMENT MANUFACTURE. THE OBJECTIVE OF THIS COURSE OF STUDY IS TO ACQUAINT THE STUDENT WITH THE TOOLS AND SYMBOLS OF PATTERNMAKING AND TO HELP HIM MASTER THE BASIC FUNDAMENTALS OF PATTERN DEVELOPMENT. IT FOLLOWS THE COURSE OF STUDY APPROVED BY THE BOARD OF EDUCATION AND WAS TESTED IN VARIOUS CLASSROOMS. THEORY AND PRINCIPLES ARE COMBINED WITH PRACTICAL AND CREATIVE APPLICATION IN COSTUME DESIGN. UNITS ARE--(1) INTRODUCTION TO PATTERNMAKING AND DESIGN, (2) SLOPERS, (3) WAISTS, (4) NECKLINES, (5) CLOSINGS AND EXTENSIONS, (6) COLLARS, (7) SLEEVES, (8) SKIRTS, (9) POCKETS, AND (10) BELTS. EACH UNIT INCLUDES OBJECTIVES, RELATED INFORMATION, ASSIGNMENTS, AND ILLUSTRATIONS. THE COURSE REQUIRES THREE PERIODS PER WEEK FOR 1 1/2 YEARS. STUDENTS SHOULD BE OF HIGH SCHOOL AGE WITH APTITUDES AND GOALS FOR THE NEEDLE TRADES. THE TEACHER SHOULD BE A NEEDLE TRADES INSTRUCTOR. INCLUDED ARE OBJECTIVE AND PERFORMANCE TESTS, ILLUSTRATIONS, AND A BIBLIOGRAPHY. THIS DOCUMENT IS ALSO AVAILABLE FROM THE VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903, FOR $2.00. (MS)

VT 001 875   ED 013 313
ARNOLD, WALTER M.
ELECTRICAL TECHNOLOGY, A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80006
PUB DATE -   60 127P.

DESCRIPTORS - *CURRICULUM; *CURRICULUM GUIDES; EDUCATIONAL FACILITIES; ELECTRICITY; *ELECTRONIC TECHNICIANS; INSTRUCTIONAL MATERIALS; *TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO AID ADMINISTRATORS, SUPERVISORS, AND TEACHERS PLAN, DEVELOP, AND EVALUATE PROGRAMS. TECHNICAL MATERIALS WERE PREPARED BY THE STAFF OF THE TECHNICAL INSTITUTE DIVISION OF THE OKLAHOMA STATE UNIVERSITY PURSUANT TO A U.S. OFFICE OF EDUCATION (USOE) CONTRACT. OTHER PORTIONS WERE PREPARED BY THE STAFF OF THE AREA VOCATIONAL EDUCATION BRANCH, USOE. TECHNICAL ACCURACY WAS CHECKED BY FIVE ELECTRICAL ENGINEERS. THE CURRICULUM IS PRESENTED AND DISCUSSED, AND COURSE OUTLINES GIVE -- (1) HOURS REQUIRED, (2) DESCRIPTIONS (COURSE), (3) MAJOR DIVISIONS (OUTLINE), AND (4) TEXTS AND REFERENCES. THE APPENDIX INCLUDES -- (1) EXAMPLES OF INSTRUCTIONAL MATERIALS, UNITS, LABORATORY EXPERIMENTS, REPORT WRITING STANDARDS, AND REPORTS, (2) FLOORPLANS, AND (3) LISTS OF EQUIPMENT AND SUPPLIES WITH COSTS. INSTRUCTORS MUST HAVE TECHNICAL COMPETENCE, INDUSTRIAL EXPERIENCE, AND PROFESSIONAL ACUMEN. STUDENTS SHOULD HAVE A GOOD GENERAL EDUCATION BACKGROUND WITH ONE OR TWO YEARS OF MATHEMATICS AND SCIENCE. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.280--80006 FOR 75 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (EM)

VT 001 878   ED 013 909
PEACETIME RADIATION HAZARDS IN THE FIRE SERVICE, BASIC COURSE, STUDY GUIDE.

ATOMIC ENERGY COMMISSION, WASHINGTON, D.C.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-84021-CIRC-659
PUB DATE -   61

DESCRIPTORS - *FIRE FIGHTERS; *RADIATION; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE ASSIGNMENT SHEETS INCLUDED ARE CORRELATED WITH THE INSTRUCTOR'S GUIDE (VT 002 117), THE RESOURCE MANUAL (VT 001 337), AND A SET OF TWENTY-TWO 20- BY 28-INCH CHARTS (OE 84002). THE MATERIAL IS DESIGNED TO BE PRESENTED TO FIREMEN IN A 15-HOUR COURSE AS A PART OF THEIR BASIC FIRE TRAINING AND IS CONCERNED WITH THE HAZARDS RESULTING FROM THE PRESENCE OF RADIOACTIVE MATERIALS. EACH OF THE 12 ASSIGNMENT SHEETS COVERS A CHAPTER OF THE RESOURCE MANUAL. EACH GIVES OBJECTIVES, READING ASSIGNMENT, AND QUESTIONS TO BE ANSWERED BY THE TRAINEES. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.284--84021 FOR 30 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (PS)

VT 001 883
PARKER, WILLIS M.
DIRECT CURRENT LABORATORY, STUDENT MANUAL OF EXPERIMENTS.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. CURRICULUM LAB.
PUB DATE -   JUN65 155P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; TECHNICAL EDUCATION; LABORATORY EXPERIMENTS

ABSTRACT - DESIGNED FOR STUDENTS IN THE ELECTRICAL AND ELECTRONIC TECHNOLOGY CURRICULUM, THE BASIC INFORMATION AND 20 LABORATORY EXPERIMENTS IN THIS MANUAL ARE FOR USE IN A PREEMPLOYMENT TYPE OF PROGRAM AT POST-HIGH SCHOOL LEVEL. THE MANUAL WAS PREPARED BY TEACHERS AND A TEACHER EDUCATOR ON THE BASIS OF THEIR CLASSROOM EXPERIENCE. EACH EXPERIMENT INCLUDES: (1) TITLE, (2) OBJECTIVES, (3) MATERIALS, (4) REFERENCES, (5) INTRODUCTION, (6) EXPERIMENTAL PROCEDURES, (7) PROBLEMS, AND (8) CONCLUSIONS. SOME EXPERIMENTS ARE: (1) SPLICING CONDUCTOR, (2) PARALLEL DIRECT CURRENT CIRCUITS, (3) TEMPERATURE COEFFICIENTS, (4) INTERNAL RESISTANCE OF POWER SUPPLIES, (5) METER SHUNTS AND MULTIPLIERS, (6) METER LOADING, (7) CAPACITORS, AND (8) R-C TIME CONSTANTS. CRITERIA FOR EVALUATING LABORATORY PERFORMANCE AND REPORTS ARE LISTED. (EM)

VT 001 895
SELF, OSCAR A.
SUPERVISED STUDY GUIDE IN ELECTRIC MOTOR

REPAIR.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
PUB DATE - JAN67 172P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRIC MOTOR REPAIRMEN; ELECTRICITY; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION

ABSTRACT - THE RELATED TECHNICAL INFORMATION IN THIS GUIDE IS FOR USE BY JUNIOR AND SENIOR STUDENTS IN A 2-YEAR COOPERATIVE TRAINING PROGRAM IN AN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOL. THE MATERIAL WAS PREPARED BY A TRADE INSTRUCTOR AND AN ADVISORY COMMITTEE. SOME OF THE 15 MAJOR AREAS OF STUDY ARE--(1) CIRCUITS AND SPLICING, (2) USE AND CARE OF HAND TOOLS AND TEST EQUIPMENT, (3) MAGNETISM AND ELECTROMAGNETISM, (4) ALTERNATING-CURRENT FUNDAMENTALS, (5) ALTERNATING-CURRENT CIRCUITS, (6) SINGLE-PHASE INDUCTION MOTORS, (7) REPULSION TYPE MOTORS, (8) THREE-PHASE MOTORS, AND (9) THE NATIONAL ELECTRICAL CODE. ASSIGNMENT SHEETS PRESENT THE LESSON SUBJECT, AIM, INTRODUCTORY INFORMATION, STUDY REFERENCES, AND QUESTIONS. INFORMATION SHEETS ARE INCLUDED FOR MATERIAL NOT AVAILABLE OR NOT SUITABLY PRESENTED IN THE REFERENCES. STUDY IS TO BE SUPERVISED BY A RELATED SUBJECTS TEACHER OR TEACHER-COORDINATOR. A PROGRESS RECORD IS PROVIDED FOR TEACHER AND STUDENT USE. THE BIBLIOGRAPHY LISTS REQUIRED AND SUPPLEMENTARY REFERENCES. THE STUDY GUIDE AND UNIT TESTS (VT 001 894) ARE AVAILABLE AS A SET. (HC)

VT 001 910
STANDARDS AND FORMATS FOR INDUSTRIAL INSTRUCTIONAL MATERIALS.

TEXAS A AND M UNIV., COLLEGE STATION
TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.00).
PUB DATE - 66 187P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; JOB ANALYSIS; *MATERIAL DEVELOPMENT; CURRICULUM GUIDES; TESTS; STUDY GUIDES; BIBLIOGRAPHIES; LESSON PLANS; RECORDS (FORMS); GUIDELINES

ABSTRACT - THE INCREASING IMPORTANCE OF INSTRUCTIONAL MATERIAL EXCHANGE BETWEEN INDIVIDUALS, SCHOOLS, AND STATES, HAS INDICATED THE NEED FOR A STANDARDIZED FORMAT FOR MATERIALS. THIS BOOK WAS PREPARED BY A STATEWIDE COMMITTEE OF TEACHER TRAINEES TO PRESENT A PLAN AND STYLE TO BE USED BY TEACHER EDUCATORS, COURSE WRITERS, MATERIALS TRAINING SPECIALISTS, AND OTHERS IN PREPARING INSTRUCTIONAL MATERIALS. THE FORMATS AND STANDARDS OF SEQUENCE HAVE BEEN ORGANIZED AND USED FOR SEVERAL YEARS. THE CONTENT INCLUDES GUIDELINES AND EXAMPLES TO ASSIST IN ORGANIZING AND PREPARING (1) TRADE ANALYSES, (2) COURSE OUTLINES, (3) TESTS AND EXAMINATIONS, (4) BIBLIOGRAPHIES, (5) STUDY GUIDES, (6) RELATED TECHNICAL INFORMATION LESSON PLANS, (7) MANIPULATIVE SKILL LESSON PLANS, (8) LABORATORY LESSON PLANS, AND (9) PROGRESS RECORDS. A GLOSSARY CONTAINS TERMS USED IN PREPARING INSTRUCTIONAL MATERIALS. THE APPENDIX INCLUDES THE EVOLUTION OF INSTRUCTIONAL MATERIAL, AN INSTRUCTOR'S GUIDE SHEET FORMAT, AND A SAMPLE INSTRUCTOR'S GUIDE SHEET. (HC)

VT 001 918
BASIC POLICE TRAINING PROGRAM .

PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. PUBLIC SERVICE INST. POLICE TRAINING ADVISORY COMMITTEE, PA.
PUB DATE - 66 99P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *POLICE; *POLICE ACTION; *LAW ENFORCEMENT; ADULT VOCATIONAL EDUCATION; INSERVICE PROGRAMS
IDENTIFIERS - PENNSYLVANIA

ABSTRACT - THIS REFERENCE MANUAL WAS DEVELOPED BY THE PUBLIC SERVICE INSTITUTE AND AN ADVISORY COMMITTEE FOR USE BY TEACHERS AND STUDENTS IN A POLICE INSERVICE COURSE. CHAPTER HEADINGS ARE: (1) POLICE ORGANIZATION, (2) DIVISIONS OF GOVERNMENT AND CONSTITUTIONAL RIGHTS, (3) COUNTY OFFICIALS, (4) CRIMINAL LAW, (5) INVESTIGATION, (6) ARREST, (7) DEFINITION OF CRIMES, (8) COURT DECISIONS THAT EXPLAIN LAW DEFINITIONS, (9) PROCESS AND SERVICES OF PROCESS, (10) EVIDENCE, (11) PATROL, (12) OBSERVATIONS, DESCRIPTIONS, AND REPORTING, (13) REGULATORY STATUTES, (14) TRAFFIC LAWS AND PROCEDURES, (15) TRAFFIC DIRECTION, (16) MOTOR VEHICLE LAW ENFORCEMENT, AND (17) RELATIONS WITH THE PEOPLE AS THEIR EMPLOYEES. EACH CHAPTER MAKES A SUMMARIZED PRESENTATION OF THE TOPIC UNDER DISCUSSION. STUDENTS SHOULD BE EMPLOYED IN POLICE WORK; THE TEACHER SHOULD HAVE SIX YEARS IN POLICE WORK. THIS 60-HOUR COURSE WAS DESIGNED FOR USE IN PENNSYLVANIA. VT 001 867 COVERS A SIMILAR ADVANCED COURSE. (EM)

VT 001 950 ED 023 786
AUTO MECHANICS; METHODOLOGY. TECHNICAL INSTRUCTION MANUAL.

SYSTEMS OPERATIONS SUPPORT, INC., KING OF PRUSSIA, PA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OEG-1-6-000242-0618 BR
PUB DATE - -5-1332 08

DESCRIPTORS - SEP6680P.*AUTO MECHANICS (OCCUPATION); *TRADE AND INDUSTRIAL EDUCATION; *PROGRAMED TEXTS; HIGH SCHOOLS; SEQUENTIAL APPROACH; *ENGINES; MAINTENANCE; REPAIR; MOTOR

ABSTRACT - THIS STUDENT INSTRUCTION MANUAL WAS WRITTEN IN CONFORMANCE WITH SELECTED CRITERIA FOR PROGRAMED INSTRUCTION BOOKS AS DEVELOPED PREVIOUSLY FOR VARIOUS MILITARY TRAINING COURSES. THE MANUAL WAS DEVELOPED AS A PART OF "A STUDY OF THE EFFECTIVENESS OF A MILITARY-TYPE COMPUTER-BASED INSTRUCTIONAL SYSTEM WHEN USED IN CIVILIAN HIGH SCHOOL COURSES IN ELECTRONICS AND AUTOMECHANICS" (VT 006 916). THE MATERIAL CONCENTRATES UPON

KNOWLEDGE REQUIRED FOR LOGICAL AND SYSTEMATIC GATHERING OF SYMPTOMS, ANALYSIS OF THESE, AND A LOGICAL STEP-BY-STEP METHODOLOGY OF ISOLATION TO A SECTION, A COMPONENT, RENEWAL AND REPLACEMENT OR DIRECT REPAIR OF THE COMPONENT AND THEN AN OPERATIONAL CHECK TO DETERMINE THAT THE AUTOMOBILE WILL PERFORM SATISFACTORILY. SUBJECT MATTER AREAS AND SUBTOPICS INCLUDE (1) IGNITION SYSTEM, FUNCTIONAL DESCRIPTION AND COMPONENTS OF THE IGNITION SYSTEM, (2) FUEL SYSTEM, PURPOSE OF THE FUEL SYSTEM, FUEL COMPONENTS, AND OPERATIONAL COMBINATION REQUIREMENTS, (3) ENGINE ANALYSIS, BASIC STARTING TESTS AND DETAILED TESTS FOR HARD STARTING, AND (4) TUNE-UP PROCEDURES, TYPES OF TEST EQUIPMENT, ENGINE TUNE-UP, AND ROAD TESTING. THE ACTIVITIES INCLUDED ARE THOSE WHICH CAN BENEFIT THE MOST FROM A SYSTEMATIC APPROACH APPLICABLE GENERALLY TO ANY PROBLEM WHICH MIGHT ARISE. (HC)

VT 001 961   ED 026 455
PRACTICAL ELECTRONICS. TECHNICAL INSTRUCTION MANUAL.

SYSTEMS OPERATIONS SUPPORT, INC., KING OF PRUSSIA, PA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OEG-1-6-0002[illegible]2-0618   BR
PUB DATE - -5-1332 08 S

DESCRIPTORS - EP66237P.*TRADE AND INDUSTRIAL EDUCATION; *PROGRAMED TEXTS; *ELECTRONICS; *ELECTRICAL OCCUPATIONS; HIGH SCHOOLS; SEQUENTIAL APPROACH; EQUIPMENT MA

ABSTRACT - THIS STUDENT INSTRUCTION MANUAL WAS DEVELOPED AS A PART OF "A STUDY OF THE EFFECTIVENESS OF A MILITARY-TYPE COMPUTER-BASED INSTRUCTIONAL SYSTEM WHEN USED IN CIVILIAN HIGH SCHOOL COURSES IN ELECTRONICS AND AUTO MECHANICS." (VT 006 916). THE MATERIAL EMPHASIZES A TROUBLESHOOTING STRATEGY FOR REPAIR OF EQUIPMENT BASED UPON A LOGICAL AND SYSTEMATIC GATHERING OF SYMPTOMS, ANALYSIS OF THESE, KNOWLEDGES OF PYRAMIDIAL STRUCTURE OF THE EQUIPMENT DESIGN, COUPLED WITH A STRATEGY FOR ISOLATION OF THE MALFUNCTION BY LEVELS FROM MAJOR SUBSYSTEM TO SECTION TO COMPONENT, REMOVAL AND REPLACEMENT OR DIRECT REPAIR OF THE COMPONENT, AND FINALLY, AN OPERATIONAL CHECK TO DETERMINE THAT THE EQUIPMENT IS PERFORMING SATISFACTORILY. THE MANUAL INCLUDES MATERIALS SUFFICIENT TO TRAIN A PERSON WITH APTITUDE BUT NO PREVIOUS ELECTRONICS TRAINING TO A LEVEL OF AN OUTSIDE REPAIRMAN, AND IS DESIGNED TO ENCOMPASS 12 TO 16 WEEKS DEPENDING UPON THE AGES, INTELLIGENCE, AND CULTURAL BACKGROUND OF THE STUDENT. A PORTABLE TELEVISION SET IS USED AS THE VEHICLE FOR THE INSTRUCTION. WORKBOOKS FOR STUDENTS AND COURSE GUIDES FOR THE INSTRUCTOR ARE ALSO AVAILABLE. (HC)

VT 001 980   ED 013 314
PETERSON, CLARENCE E.
CIVIL AND HIGHWAY TECHNOLOGY, SUGGESTED TECHNIQUES FOR DETERMINING COURSES OF STUDY IN VOCATIONAL-TECHNICAL EDUCATION PROGRAMS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80018
PUB DATE -   64 26P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *CIVIL ENGINEERING; *CURRICULUM DEVELOPMENT; CURRICULUM PLANNING; *ENGINEERING TECHNICIANS; *JOB ANALYSIS; OCCUPATIONAL CLUSTERS; *OCCUPATIONAL INFORMATION; TECHNICAL EDUCATION

ABSTRACT - THE PURPOSE OF THIS REPORT IS TO EXPLAIN HOW BASIC OCCUPATIONAL INFORMATION FROM A JOB ANALYSIS IS USED TO SHOW THE RELATIONSHIPS AMONG JOBS AND TO ESTABLISH COURSES OF STUDY FOR OCCUPATIONAL EDUCATION. IT WAS DEVELOPED UNDER TITLE VIII OF THE NATIONAL DEFENSE EDUCATION ACT OF 1958. TOPICS COVERED ARE THE FIELD OF WORK, JOB RELATIONSHIPS, JOB DESCRIPTIONS, TRAINING REQUIREMENTS, AND DEVELOPING THE CURRICULUM. THE FOCUS IS ON AN ANALYSIS OF OCCUPATIONS IN TECHNICAL FIELDS FROM WHICH A CURRICULUM CAN BE DEVELOPED. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.280--80018 FOR 25 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (EM)

VT 001 989   ED 013 911
BERNDT, WILLIAM , AND OTHERS
PEACETIME RADIATION HAZARDS IN THE FIRE SERVICE, ORIENTATION UNIT--INSTRUCTOR'S GUIDE.

ATOMIC ENERGY COMMISSION, WASHINGTON, D.C.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-84014-CIRC-641
PUB DATE -   61

DESCRIPTORS - *FIRE FIGHTERS; ORIENTATION MATERIALS; *RADIATION; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - MATERIALS ARE PROVIDED FOR A 2-SESSION UNIT TO ACQUAINT FIREMEN WITH THE PROBLEMS OF RADIATION HAZARDS AND TO PREPARE THEM FOR MORE SPECIALIZED TRAINING. THE UNIT WAS DEVELOPED JOINTLY BY THE TRADE AND INDUSTRIAL EDUCATION BRANCH OF THE U.S. OFFICE OF EDUCATION AND THE OFFICE OF INDUSTRIAL RELATIONS, U.S. ATOMIC ENERGY COMMISSION. IT INCLUDES LOCATION OF NUCLEAR ENERGY HAZARDS, PROBLEMS OF RADIATION, THE FIRE DEPARTMENT'S RESPONSIBILITY, AND SPECIAL FIREFIGHTING TECHNIQUES. EACH INSTRUCTOR SHOULD HAVE HAD A PRIOR COURSE IN INSTRUCTOR TRAINING, HAVE RECEIVED TRAINING IN RADIATION HAZARDS THROUGH THE INTENSIVE SHORT-TERM INSTRUCTOR COURSE PROVIDED BY THE ATOMIC ENERGY COMMISSION, AND BE AN INSTRUCTOR IN BASIC FIRE SERVICE TRAINING. A STUDENT MANUAL, "PEACETIME RADIATION HAZARDS IN THE FIRE SERVICE -- ORIENTATION UNIT," (VT 002 067) AND A SET OF 20 X 28 ILLUSTRATIONS ARE AVAILABLE. A GLOSSARY OF KEY TERMS AND 29 ILLUSTRATIONS ARE GIVEN. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.284--84014 FOR 35 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (PS)

VT 001 999
ADVANCED TRAINING COURSE FOR SCHOOL BUS

DRIVERS, A MANUAL FOR INSTRUCTORS.

NEW YORK STATE EDUCATION DEPT., ALBANY
PUB DATE - 64 45P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *SCHOOL BUSES; MANUALS; TRAFFIC SAFETY; STATE PROGRAMS; *CURRICULUM GUIDES
IDENTIFIERS - *SCHOOL BUS DRIVERS

ABSTRACT - DEVELOPED BY THE DRIVER TRAINING RESEARCH COMMITTEE OF THE NEW YORK STATE ASSOCIATION OF SCHOOL BUSINESS OFFICIALS, THIS MANUAL IS FOR INSTRUCTORS' USE IN DEVELOPING AN ADVANCED COURSE OF INSTRUCTION FOR SCHOOL BUS DRIVERS. THE MATERIAL, TO BE COVERED IN 10 HOURS OF INSTRUCTION, INCLUDES THESE UNITS: (1) PUPIL CONTROL, (2) MAINTENANCE AND INSPECTION, (3) PUBLIC RELATIONS, (4) EMERGENCY AND SAFETY PROCEDURES, AND (5) TESTING AND EVALUATION. THE PURPOSE, INSTRUCTOR QUALIFICATIONS, SUGGESTED TEACHING METHODS, AND A UNIT OUTLINE ARE GIVEN FOR EACH UNIT. A RELATED DOCUMENT IS AVAILABLE AS VT 002 013 (ALSO IN THIS ISSUE). (GR)

VT 002 000
MINOR COURT PROCEDURE MANUAL .

PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. PUBLIC SERVICE INST. MINOR JUDICIARY TRAINING ADVISORY COMMITTEE
PUB DATE - 66 103P.

DESCRIPTORS - *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *GOVERNMENT EMPLOYEES; *COURT LITIGATION; COURT DOCTRINE; ADULT VOCATIONAL EDUCATION; INSERVICE PROGRAMS; COURT ROLE
IDENTIFIERS - PENNSYLVANIA

ABSTRACT - THIS REFERENCE MANUAL WAS DEVELOPED BY THE PUBLIC SERVICE INSTITUTE AND AN ADVISORY COMMITTEE FOR USE BY TEACHERS AND STUDENTS IN COURSES COVERING MINOR JUDICIARY WORK. CHAPTER HEADINGS ARE (1) DIVISIONS OF GOVERNMENT AND CONSTITUTIONAL RIGHTS, (2) MINOR COURT PROCEDURES, (3) REVIEW OF CIVIL LAW, (4) THE COURTROOM, (5) JURISDICTION OF THE MINOR JUDICIARY, (6) HEARINGS, (7) DECISIONS, (8) COMPLAINT FORMS USED IN TRAFFIC COURT, AND (9) PRACTICE AND PROCEDURE IN MOTOR VEHICLE CASES. EACH CHAPTER PRESENTS A SUMMARIZED PRESENTATION ON THE TITLE TOPIC. STUDENTS SHOULD BE EMPLOYED IN MINOR JUDICIARY WORK AND TEACHERS SHOULD HAVE HAD 6 YEARS OF SUCH EXPERIENCE. THIS 60-HOUR COURSE WAS DESIGNED FOR USE IN PENNSYLVANIA. (EM)

VT 002 013
MANUAL FOR THE INSTRUCTION OF SCHOOL BUS DRIVERS OF THE STATE OF NEW YORK.

NEW YORK STATE EDUCATION DEPT., ALBANY.
PUB DATE - 63 79P.

DESCRIPTORS - *MANUALS; SCHOOL BUSES; *DRIVER EDUCATION; *TRAFFIC SAFETY; *ADULT VOCATIONAL EDUCATION; TRADE AND INDUSTRIAL EDUCATION; TEACHING GUIDES; *INSTRUCTIONAL MATERIALS; STUDENT TRANSPORTATION; COURSE ORGANIZATION; COURSE CONTENT; COURSE DESCRIPTIONS; *CURRICULUM GUIDES
IDENTIFIERS - *SCHOOL BUS DRIVERS

ABSTRACT - THIS GUIDE IS FOR INSTRUCTOR USE IN A TRAINING COURSE FOR SCHOOL BUS DRIVERS, DESIGNED TO PROMOTE SAFER AND MORE ECONOMICAL OPERATION OF SCHOOL BUSES. DEVELOPED BY A SCHOOL TRANSPORTATION SUPERVISOR AND REVISED BY A SUPERVISOR OF SECONDARY EDUCATION, CONTENTS INCLUDE: (1) SUGGESTIONS FOR ORGANIZING A COURSE FOR SCHOOL BUS DRIVERS, (2) TEN INDIVIDUAL UNITS ABOUT SCHOOL BUS DRIVER QUALIFICATIONS AND INSTRUCTION, (3) REVIEW TEST, AND (4) LIST OF FILMS FOR INDIVIDUAL UNITS OF INSTRUCTION. THE UNITS INCLUDE GENERAL PURPOSE, PRETRAINING TEST, GENERAL INFORMATION, AND QUESTIONS FOR DISCUSSION. A BIBLIOGRAPHY AND VARIOUS SAMPLE FORMS ARE APPENDED. A RELATED DOCUMENT IS AVAILABLE AS VT 001 999 (ALSO IN THIS ISSUE). (GR)

VT 002 042
KARNES, JAMES B.
OFFSET LITHOGRAPHY, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN LITHOGRAPHIC OCCUPATIONS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - APR64 139P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PRINTERS; *OFFSET LITHOGRAPHY; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN PREPARATORY OR SERVICE TRAINING COURSES FOR OFFSET LITHOGRAPHERS. IT WAS DEVELOPED BY RESEARCH ASSISTANTS AND AN ADVISORY CONSULTANT. ASSIGNMENT SHEETS COVER (1) HISTORY OF OFFSET PRINTING, (2) OFFSET PRINTING AS A VOCATION, (3) ACCIDENTS AND HEALTH HAZARDS, (4) METHODS OF TYPE COMPOSITION AND REPRODUCTION, (5) JOB PLANNING, ARTWORK, AND LAYOUT, (6) PROOFREADING AND LEGAL RESTRICTIONS, (7) BASIC PHOTOGRAPH PROCESSES IN LITHOGRAPHY, (8) LINE AND HALFTONE PHOTOGRAPHY, (9) FILM DEVELOPING, (10) NEGATIVE CORRECTIONS, STRIPPING, AND OPAQUING, (11) PLATEMAKING, (12) PAPERS AND INKS FOR OFFSET PRINTING, (13) FUNDAMENTALS OF OFFSET PRESSWORK, (14) MAKEREADY ON OFFSET PRESSES, (15) OPERATION OF AN OFFSET PRESS, (16) OFFSET PRESS TROUBLES, (17) OFFSET DUPLICATORS, AND (18) BINDERY OPERATIONS. ASSIGNMENT SHEETS GIVE ASSIGNMENT, REFERENCES, AND QUESTIONS. INSTRUCTION TIME REQUIRED IS 180 CLASS HOURS. THE INSTRUCTOR SHOULD BE A QUALIFIED COORDINATOR. STUDENTS SHOULD BE AT LEAST HIGH SCHOOL JUNIORS. SUPPLEMENTARY MATERIALS INCLUDE A REFERENCE BIBLIOGRAPHY, AN ANALYSIS OF OFFSET PRINTING, AND A PROGRESS RECORD. ANSWERS FOR THIS GUIDE ARE AVAILABLE IN VT 002 052 FOR 50 CENTS. (EM)

VT 002 043
KARNES, JAMES B.

ELECTRICAL CONSTRUCTION (INTERIOR WIRING), A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN ELECTRICAL CONSTRUCTION WORK.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - JAN67 106P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; *HOUSING; HIGH SCHOOLS; INDIVIDUAL INSTRUCTION; COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN COOPERATIVE TRAINING PROGRAMS FOR JUNIOR AND SENIOR STUDENTS IN ELECTRICAL CONSTRUCTION IN HIGH SCHOOLS. IT WAS DEVELOPED BY RESEARCH ASSISTANTS AND ADVISORY CONSULTANTS, TESTED IN THE FIELD, AND REVISED PERIODICALLY. THE CONTENT OBJECTIVE IS TO DEVELOP THE TECHNICAL RELATED KNOWLEDGE BASIC TO AN INTELLIGENT UNDERSTANDING OF INTERIOR WIRING. AN ANALYSIS OF ELECTRICAL CONSTRUCTION WORK IS GROUPED INTO FUNDAMENTALS OF ELECTRICITY, PLANNING, WIRING, AND ESTIMATING. THESE ARE ANALYZED IN TWO-COLUMN FORM INTO WHAT THE WORKER SHOULD BE ABLE TO DO AND WHAT THE WORKER SHOULD KNOW. BOTH ARE CORRELATED WITH THE ASSIGNMENT SHEETS WHICH GIVE AN INTRODUCTORY STATEMENT, ASSIGNMENT, REFERENCES, AND OBJECTIVE-TYPE QUESTIONS TO CHECK ATTAINMENT. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT UNDER TEACHER SUPERVISION FOR 180 HOURS OF DIRECTED STUDY. THE TEACHER SHOULD BE A QUALIFIED COORDINATOR, AND THE STUDENTS SHOULD HAVE PROPER PREREQUISITES. SUPPLEMENTARY MATERIALS INCLUDE SELECTED MATERIALS AND A PROGRESS RECORD FOR RECORDING THE COMPLETION OF JOB EXPERIENCES AND RELATED STUDY. AN ANSWER KEY (VT 002 044) IS AVAILABLE. (HC)

VT 002 045
STEVENS, MARION P.
ELECTRICAL APPLIANCE SERVICING GROUP INSTRUCTION, A COURSE OF STUDY, DESIGNED FOR STUDENTS PREPARING FOR OR PRESENTLY EMPLOYED IN ELECTRICAL APPLIANCE SERVICING OCCUPATIONS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - SEP66 77P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL APPLIANCE SERVICEMEN; *HOME APPLIANCES; HIGH SCHOOLS; *GROUP INSTRUCTION

ABSTRACT - THIS STUDY GUIDE IS FOR 11TH OR 12TH GRADE STUDENT USE IN A 180-HOUR ELECTRICAL APPLIANCE SERVICE COURSE. IT WAS DEVELOPED BY RESEARCH ASSISTANTS AND AN ADVISORY CONSULTANT FOR USE IN GROUP INSTRUCTION. ASSIGNMENT SHEETS INCLUDING READING ASSIGNMENTS, REFERENCES, AND QUESTIONS COVER (1) BASIC TOOLS AND MATERIALS AND THEIR USES, (2) FUNDAMENTAL PRINCIPLES OF ELECTRICITY, (3) SAFE PRACTICES AND REPAIR PROCEDURES, (4) HOME ELECTRICAL WIRING, (5) SIGNALS AND ALARMS, (6) ELECTRIC HEATERS, BLANKETS, HEATING PADS, AND IRONS, (7) ELECTRIC WATER HEATERS, (8) ELECTRIC TOASTERS, BLENDERS, COFFEE MAKERS, SHAVERS, KNIFE SHARPENERS, POPCORN POPPERS, CAN OPENERS, SKILLETS, AND WAFFLE IRONS, (9) ELECTRIC BROILERS, ROASTERS, AND RANGES, (10) ELECTRIC MOTORS, MOTOR TROUBLE, AND REPAIR, (11) ELECTRIC FANS, BLOWERS, AND VACUUM CLEANERS, (12) FOOD MIXERS AND SEWING MACHINES, (13) ELECTRIC IRONERS, (14) ELECTRIC GARBAGE DISPOSERS AND DISHWASHERS, (15) CONVENTIONAL WASHING MACHINES, (16) AUTOMATIC WASHER OPERATION AND SERVICE, (17) AUTOMATIC CLOTHES DRYERS, (18) THEORY OF ELECTRICAL REFRIGERATOR OPERATION, (19) ELECTRIC REFRIGERATOR COMPONENTS, REPAIR, AND SERVICING, (20) HOME FREEZERS, AND (21) AIR CONDITIONERS. AN ANALYSIS OF THE COURSE IN TWO-COLUMN FORM CORRELATES WHAT THE WORKER SHOULD BE ABLE TO DO AND WHAT THE WORKER SHOULD KNOW. AN ANSWER KEY (VT 002 046) IS AVAILABLE FOR 50 CENTS. (EM)

VT 002 047
KARNES, JAMES B., ED.
ELECTRICAL APPLIANCE SERVICING, INDIVIDUAL STUDY, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN ELECTRICAL APPLIANCE SERVICE SHOPS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - AUG66 165P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL APPLIANCE SERVICEMEN; *HOME APPLIANCES; ELECTRICITY; HIGH SCHOOLS; *COOPERATIVE EDUCATION

ABSTRACT - THE RELATED INSTRUCTIONAL MATERIALS IN THIS COURSE OF STUDY ARE FOR USE BY SECONDARY OR POST-SECONDARY STUDENTS IN COOPERATIVE OR IN-SERVICE TRADE AND INDUSTRIAL PROGRAMS. THE COURSE OF STUDY WAS ORIGINALLY DEVELOPED BY A GRADUATE STUDENT, FIELD TESTED, AND REFINED IN COOPERATION WITH SUBJECT MATTER SPECIALISTS AND A CONSULTANT COMMITTEE. THE PRESENT REVISION, THE FOURTH, WAS PREPARED BY A RESEARCH ASSISTANT. THE MAJOR OBJECTIVES DEAL WITH THE MASTERY OF SKILLS, TECHNICAL AND RELATED INFORMATION, AND PERSONAL-SOCIAL TRAITS WHICH ARE ESSENTIAL TO A SUCCESSFUL WORKER. EACH ASSIGNMENT SHEET PRESENTS INTRODUCTORY PARAGRAPHS, ASSIGNMENTS, REFERENCES, AND OBJECTIVE-TYPE QUESTIONS FOR ONE OF THE 21 SUBJECTS, SOME OF WHICH ARE FUNDAMENTAL PRINCIPLES OF ELECTRICITY, HOME ELECTRICAL WIRING, ELECTRIC IRONERS, AND AIR CONDITIONER. JOB UNITS AND RELATED MATERIAL ARE COORDINATED IN 2-COLUMN FORM. THE STUDENT

SHOULD BE AT LEAST A JUNIOR IN HIGH SCHOOL WITH BASIC MECHANICAL AND ELECTRICAL PREREQUISITES. THIS GUIDE SERVES AS A BASIS FOR 180 HOURS OF RELATED INSTRUCTION BY A QUALIFIED COORDINATOR OR TEACHER OF IN-SERVICE PROGRAMS. PROGRESS REPORT FORMS FOR THE STUDENT, EMPLOYER, AND INSTRUCTOR ARE INCLUDED. THE ANSWERS TO ASSIGNMENT QUESTIONS ARE AVAILABLE IN VT 002 048. AN INSTRUCTOR'S GUIDE IS AVAILABLE FOR 50 CENTS. ANSWERS AND THIS GUIDE ARE AVAILABLE. (EM)

VT 002 049
KARNES, JAMES B., ED.
DESIGN DRAFTING, A COMPREHENSIVE COURSE OF STUDY FOR TECHNICAL DRAFTING PROGRAMS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. VOCATIONAL DIV.
PUB-4
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($2.00).
PUB DATE - 67 176P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ENGINEERING DRAWING; DESIGN; TECHNICAL EDUCATION; GRADE 12; TESTS; BIBLIOGRAPHIES; INSTRUCTIONAL MATERIALS; ANSWER KEYS
IDENTIFIERS - DRAFTING TECHNOLOGY; DESIGN TECHNOLOGY

ABSTRACT - THE PURPOSE OF THIS TENTATIVE COURSE OF STUDY IS TO SERVE AS A GUIDE FOR TEACHER DEVELOPMENT OF A COURSE OR CURRICULUM IN TECHNICAL EDUCATION FOR GRADE 12 OR POST-SECONDARY EDUCATION. IT WAS DEVELOPED BY RESEARCH ASSISTANTS WITH ADVISORY COMMITTEE CONSULTATION AND HAD A 1-YEAR FIELD TRIAL BY SELECTED TEACHERS. THE CONTENT OBJECTIVE IS TO PREPARE INDIVIDUALS TO FUNCTION IN AN EMPLOYMENT SITUATION. MAJOR SECTIONS ARE: (1) PREREQUISITE TECHNICAL KNOWLEDGE, (2) TEXTBOOKS AND REFERENCES, (3) TEACHING PLAN, WHICH COORDINATES SUGGESTED ACTIVITIES, DEMONSTRATIONS, TOPICS FOR CLASS DISCUSSION, ASSIGNMENT, AND INSTRUCTIONAL AIDS, (4) ASSIGNMENT SHEETS, (5) ORGANIZING TESTING AND EVALUATION MATERIALS, (6) INSTRUCTIONAL AIDS FOR DRAFTING AND DESIGN TECHNOLOGY, (7) CATALOGS, PAMPHLETS, HANDBOOKS, AND ENGINEERING DATA, (8) FILMS, (9) MATERIALS AND SUPPLIES FOR DRAFTING AND DESIGN TECHNOLOGY, (10) SOURCES OF MATERIALS AND SUPPLIES, (11) UNIT EXAMINATIONS, AND (12) INSTRUCTOR'S GUIDE. THE COURSE REQUIRES AT LEAST 360 HOURS OF RELATED INSTRUCTION AND LABORATORY PRACTICE. STUDENTS SHOULD HAVE HAD BASIC DRAFTING COURSES AND THE TEACHER SHOULD BE COMPETENT IN TECHNICAL DESIGNING. ASSIGNMENT SHEETS AND UNIT TESTS CAN BE DUPLICATED. (EM)

VT 002 050
KARNES, JAMES B.
CHEF, A COURSE OF STUDY, DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN FOOD SERVICE ESTABLISHMENTS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - JAN64 124P.

DESCRIPTORS - CURRICULUM; *FOOD; *COOKS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COOPERATIVE EDUCATION; GRADE 11; GRADE 12

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY JUNIOR AND SENIOR HIGH SCHOOL STUDENTS IN PREPARATORY PROGRAMS FOR THE VOCATION OF CHEF. IT WAS DEVELOPED BY AN ADVISORY CONSULTANT AND RESEARCH ASSISTANTS AT THE LOCAL AND STATE LEVELS AND HAS BEEN FIELD TESTED AND REVISED PERIODICALLY. TWENTY-ONE ASSIGNMENT SHEETS, EACH CONTAINING INFORMATION, ASSIGNMENT, REFERENCES, AND QUESTIONS, COVER 97 UNITS IN THE SUBJECT AREAS: (1) THE CHEF, (2) OPERATION AND CARE OF EQUIPMENT AND FACILITIES, (3) SELECTION AND PREPARATION OF FEED, AND (4) ORGANIZATION, PLANNING, AND PURCHASING. A TWO-COLUMN ANALYSIS FORM CORRELATES WHAT THE WORKER SHOULD BE ABLE TO DO AND WHAT THE WORKER SHOULD KNOW. THIS MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 180 HOURS. A BIBLIOGRAPHY OF REFERENCES AND SELF EVALUATION FORMS ARE INCLUDED. AN ANSWER KEY (VT 002 051) IS AVAILABLE FOR 50 CENTS. (FP)

VT 002 053
CORNETT, JAMES
WATER AND SEWERAGE, A COURSE OF STUDY.

MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
PUB DATE - ND 157P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SANITATION; *ENVIRONMENTAL TECHNICIANS; POST SECONDARY EDUCATION

ABSTRACT - DEVELOPED BY STATE STAFF IN CONJUNCTION WITH THE STAFF OF A WATER AND SEWERAGE TECHNICAL SCHOOL, THIS INSTRUCTOR'S GUIDE IS FOR USE IN PRESENTING COURSES IN WATER AND SEWERAGE MANAGEMENT IN POST HIGH SCHOOL TECHNICAL SCHOOLS. SECTIONS ARE OFFERED ON: (1) RELATED MATHEMATICS, (2) HYDRAULICS, (3) CHEMISTRY, (4) WATER AND SEWERAGE LABORATORY TECHNIQUES, (5) METERS, (6) FILTERS, (7) PUMPS, (8) ELECTRICITY AND ELECTRICAL SYSTEMS, (9) BACTERIOLOGY, (10) WATER TREATMENT, (11) CHLORINATION, (12) WATER DISTRIBUTION SYSTEMS AND STORAGE, AND (13) SEWAGE COLLECTION AND TREATMENT; WITH EACH SECTION PROVIDING OBJECTIVES, CONTENT, AND REFERENCES. SUGGESTED EXPERIMENTS, A DIAGRAM OF A SEWERAGE TREATMENT PLANT, A FLOW CHART OUTLINING TREATMENT OF SEWAGE, AND A BIBLIOGRAPHY INCLUDING BOOKS, MANUALS, AND MAGAZINE ARTICLES ARE ALSO GIVEN. THE INSTRUCTOR SHOULD HAVE KNOWLEDGE OF THE WATER AND SEWERAGE INDUSTRY AND STUDENTS SHOULD BE OF ABOVE AVERAGE ABILITY. (AW)

VT 002 056
KARNES, JAMES R.
UPHOLSTERY, A COURSE OF STUDY, DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN UPHOLSTERY WORK.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - OCT64 87P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FURNITURE UPHOLSTERERS; HIGH SCHOOLS; JOB ANALYSIS; COOPERATIVE EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR STUDENT USE IN STUDYING RELATED OCCUPATIONAL INFORMATION OF FURNITURE UPHOLSTERY IN HIGH SCHOOL OR POST-HIGH SCHOOL COOPERATIVE EDUCATION PROGRAMS. IT WAS DEVELOPED BY A COMMITTEE OF TEACHER COORDINATORS AND TEACHER EDUCATORS THROUGH AN ANALYSIS OF THE TRADE AND HAS BEEN FIELD TESTED AND PERIODICALLY REVISED. THE 17 ASSIGNMENT SHEETS, DESIGNED TO FACILITATE INDIVIDUALIZED INSTRUCTION, CONTAIN INTRODUCTORY PARAGRAPHS TO DEVELOP INTEREST, EXPLANATIONS OF THE ASSIGNMENTS, REFERENCES, LEARNING ACTIVITIES, AND OBJECTIVE-TYPE STUDY QUESTIONS. EXAMPLES OF TITLES ARE (1) FRAME CONSTRUCTION, (2) SPRINGS AND SPRING WORK, (3) PADDING OPERATIONS, (4) OUTSIDE COVERING MATERIALS, AND (5) SLIP COVERS. AN INFORMATION SHEET IS INCLUDED ON THE UPHOLSTERY TRADE. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 1 YEAR OR 180 DAYS. THE TEACHER SHOULD BE A QUALIFIED COORDINATOR OR COMPETENT TRADE TEACHER AND STUDENTS SHOULD BE IN GRADES 11 OR 12 WITH PROPER PREREQUISITIES AND EMPLOYED IN FURNITURE UPHOLSTERY COOPERATIVE CLASSES. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF REFERENCES, AN ANALYSIS OF THE FURNITURE UPHOLSTERY TRADE, AND A STUDENT PROGRESS RECORD. ANSWERS TO THE ASSIGNMENT SHEET QUESTIONS ARE AVAILABLE IN VT 002 055. (HC)

VT 002 067 ED 013 913
BERNDT, WILLIAM , AND OTHERS
PEACETIME RADIATION HAZARDS IN THE FIRE SERVICE, ORIENTATION UNIT-STUDENT MANUAL.

ATOMIC ENERGY COMMISSION, WASHINGTON, D.C.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-84015-CIRC-642
PUB DATE - 61

DESCRIPTORS - *FIRE FIGHTERS; ORIENTATION MATERIALS; *RADIATION; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - DESIGNED TO BE USED BY FIREMEN TRAINEES IN A TWO-SESSION, INTENSIVE ORIENTATION UNIT, THIS MANUAL ACQUAINTS THEM WITH THE PROBLEMS OF RADIATION HAZARDS IN GENERAL AND PREPARES THEM FOR MORE SPECIALIZED TRAINING. IT PRESENTS 29 CAPTIONED ILLUSTRATIONS WHICH SERVE AS A SUMMARY OF THE MATERIALS COVERED IN THE UNIT WHICH WAS DEVELOPED JOINTLY BY THE TRADE AND INDUSTRIAL EDUCATION BRANCH OF THE U.S. OFFICE OF EDUCATION AND THE OFFICE OF INDUSTRIAL RELATIONS, U.S. ATOMIC ENERGY COMMISSION. AN INSTRUCTOR'S GUIDE, "PEACETIME RADIATION HAZARDS IN THE FIRE SERVICE, ORIENTATION UNIT," (VT 001 989) AND A SET OF 20- BY 28-INCH CHARTS MADE UP OF 12 ILLUSTRATIONS ARE AVAILABLE. A GLOSSARY OF KEY TERMS IS INCLUDED. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.284--84015 FOR 30 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (PS) NUMBER FS 5.284--84202 FOR 50 CENTS FROM SUPERINTENDENT OF

VT 002 072
KIRBY, JACK; ROBINSON, ORIN
CABINETMAKING, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN CABINETMAKING TRADES.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - JAN65 166P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CABINETMAKERS; *CABINETMAKING; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY PREPARATORY OR COOPERATIVE STUDENTS AT THE SECONDARY OR POST-SECONDARY LEVEL. IT WAS DEVELOPED BY TEACHER EDUCATORS AND RESEARCH ASSISTANTS WITH HELP FROM A CONSULTANT COMMITTEE. UNIT TITLES ARE (1) THE CABINETMAKER AND HIS WORK, (2) SELECTION, USE, AND CARE OF HAND TOOLS, (3) SELECTION, USE, AND CARE OF BASIC POWER EQUIPMENT, (4) SPECIALIZED CABINETMAKING EQUIPMENT, (5) SAFETY FOR THE CABINETMAKER, (6) TOOL SHARPENING, (7) READING DRAWINGS AND PLANNING THE WORK, (8) ESTIMATING MATERIAL AND CALCULATING COSTS, (9) LUMBER AND LUMBER PROCESSING, (10) PLYWOOD, VENEERS, AND SPECIAL MATERIALS, (11) FRAMING SQUARE AND GEOMETRIC LAYOUT, (12) WOOD JOINERY, (13) CONSTRUCTION OF CABINETS AND BUILT-INS, (14) CONSTRUCTION OF CABINET PARTS AND SPECIAL FEATURES, (15) FURNITURE MANUFACTURING, (16) FINISHING PROCEDURES, (17) DOORS, WINDOWS, AND SASH CONSTRUCTION, (18) SASH, TRIM, AND FRAMES, (19) FASTENERS AND HARDWARE, (20) ADHESIVES, (21) FURNITURE RESTORATION AND REFINISHING, AND (22) THE SMALL WOODWORKING ENTERPRISE. ASSIGNMENT SHEETS FOR EACH UNIT INCLUDES THE ASSIGNMENT, REFERENCES, AND OBJECTIVE-TYPE QUESTIONS. SUPPLEMENTARY MATERIALS INCLUDE A JOB ANALYSIS AND A PROGRESS RECORD. STUDENTS SHOULD BE AT LEAST HIGH SCHOOL JUNIORS, AND THE TEACHER SHOULD BE A QUALIFIED COORDINATOR OR TRADE TEACHER IN THIS 180-DAY COURSE. AN ANSWER KEY (VT 002 073) IS AVAILABLE FOR 50 CENTS. (EM)

VT 002 076
KARNES, JAMES B., ED.
PRINTING, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN PRINTING SHOPS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - MAY63 146P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PRINTERS; *PRINTING; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY INDIVIDUAL PREPARATORY OR COOPERATIVE STUDENTS AT THE SECONDARY OR POST-SECONDARY LEVEL. IT WAS DEVELOPED BY TEACHER EDUCATORS AND RESEARCH ASSISTANTS WITH HELP FROM A CONSULTANT COMMITTEE. ASSIGNMENT SHEET TITLES ARE (1) HISTORY OF PRINTING, (2) PRINTING AS A VOCATION, (3) ACCIDENT AND HEALTH HAZARDS, (4) THE CALIFORNIA JOB CASE, (5) CHARACTERISTICS OF TYPE AND SPACES, (6) THE PRINTER'S SYSTEM OF MEASUREMENT, (7) THE PROCESS OF SETTING TYPE, (8) THE HANDLING OF TYPE, (9) PROCESSING GOOD PROOFS, (10) STANDARD PROOFREADERS' MARKS, (11) DISTRIBUTION, (12) PRINTING LAYOUTS, (13) PAPER, (14) JOB COMPOSITION, (15) IMPOSITION AND LOCK-UP, (16) LETTERPRESSES, (17) PLATEN PRESS PREPARATION, (18) BINDERY ROOM OPERATIONS, (19) PRINTING PLATES, (20) TYPECASTING MACHINES, (21) LINOTYPE MATRIX MECHANISMS, (22) LINOTYPE CASTING MECHANISM, (23) LINOTYPE DISTRIBUTION MECHANISMS, (24) PROBLEMS IN LINOTYPE OPERATION, AND (25) PRINTING--BUYING, SELLING, AND PRODUCING. EACH ASSIGNMENT SHEET GIVES THE ASSIGNMENT, REFERENCES, AND OBJECTIVE-TYPE QUESTIONS. SUGGESTED TIME ALLOTMENT IN 180 DAYS. AN ANALYSIS OF THE NECESSARY JOBS AND RELATED INFORMATION AND PROGRESS RECORDS FOR USE BY STUDENT, TEACHER, AND EMPLOYER ARE INCLUDED. AN ANSWER KEY (VT 002 075) IS AVAILABLE FOR 50 CENTS. (EM)

VT 002 077
KARNES, JAMES B.
SHEET-METAL, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN SHEET METAL OCCUPATIONS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - JAN67 142P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SHEETMETAL WORKERS; *SHEET METAL WORK; HIGH SCHOOLS; JOB ANALYSIS; *COOPERATIVE EDUCATION; INDIVIDUAL INSTRUCTION

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN RELATED OCCUPATIONAL INSTRUCTION FOR THE SHEET METAL TRADE IN HIGH SCHOOL COOPERATIVE EDUCATION PROGRAMS. IT WAS DEVELOPED BY A COMMITTEE OF TEACHER COORDINATORS AND TEACHER EDUCATORS FROM AN ANALYSIS OF THE TRADE AND HAS BEEN FIELD TESTED AND PERIODICALLY REVISED. THE 18 ASSIGNMENT SHEETS ARE DESIGNED TO FACILITATE INDIVIDUAL INSTRUCTION AND CONTAIN INTRODUCTORY PARAGRAPHS TO DEVELOP INTEREST, EXPLANATIONS OF THE IMPORTANCE OF THE ASSIGNMENTS, REFERENCES, LEARNING ACTIVITIES, AND OBJECTIVE-TYPE STUDY QUESTIONS. REPRESENTATIVE TITLES ARE (1) SHEET METAL FABRICATING MATERIALS, (2) SHEET METAL SEAMS AND HEMS, (3) MEASUREMENT, LINEAR AND ANGULAR, (4) LAYOUT TOOLS, AND (5) TRIANGULATION. INFORMATION SHEETS ARE PROVIDED ON FIRE EXTINGUISHERS, FIRST AID, SAFETY, AND ESTABLISHING AND OPERATING A SHEET METAL BUSINESS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 1 YEAR OR 180 DAYS. THE TEACHER SHOULD BE A QUALIFIED COORDINATOR OR COMPETENT TRADE TEACHER, AND THE STUDENT SHOULD BE IN THE ELEVENTH OR TWELFTH GRADES AND EMPLOYED AS A COOPERATIVE EDUCATION STUDENT IN THE SHEET METAL TRADE. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF REFERENCES, AN ANALYSIS OF SHEET METAL WORK, AND PROGRESS RECORDS FOR USE BY THE STUDENT, TEACHER, AND EMPLOYER. ANSWERS TO STUDY QUESTIONS ARE AVAILABLE IN VT 002 058. (HC)

VT 002 080
KARNES, JAMES B.
AUTO MECHANICS INDIVIDUAL STUDY, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN AUTO MECHANICS OCCUPATIONS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - JUL66 126P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; HIGH SCHOOLS; JOB ANALYSIS; *COOPERATIVE EDUCATION; INDIVIDUAL INSTRUCTION

ABSTRACT - THIS STUDY GUIDE IS FOR INDIVIDUAL STUDENT USE IN RELATED INSTRUCTION IN HIGH SCHOOL COOPERATIVE EDUCATION PROGRAMS IN AUTO MECHANICS. IT WAS DEVELOPED BY A COMMITTEE OF TEACHER COORDINATORS AND TEACHER EDUCATORS THROUGH AN ANALYSIS OF THE TRADE AND HAS BEEN FIELD TESTED AND PERIODICALLY REVISED. THE 23 ASSIGNMENT SHEETS ARE DESIGNED TO FACILITATE INDIVIDUAL INSTRUCTION AND CONTAIN INTRODUCTORY PARAGRAPHS TO DEVELOP INTEREST, EXPLANATIONS OF THE IMPORTANCE OF THE ASSIGNMENTS, REFERENCES, LEARNING ACTIVITIES, AND OBJECTIVE-TYPE STUDY QUESTIONS. REPRESENTATIVE ASSIGNMENT SHEET TITLES ARE (1) BASIC COMPONENTS OF THE AUTOMOBILE, (2) AUTOMOBILE ENGINE COMPONENTS, (3) ENGINE SERVICE, (4) CLUTCHES AND CLUTCH SERVICE, AND (5) AUTOMOTIVE AIR CONDITIONING. AN

INFORMATION SHEET IS INCLUDED ON JOB MANAGEMENT. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 1 YEAR OR 180 DAYS. THE TEACHER SHOULD BE A QUALIFIED COORDINATOR OR COMPETENT TRADE TEACHER. THE STUDENTS SHOULD BE GRADE 11 OR GRADE 12 STUDENTS WHO ARE ENROLLED IN A COOPERATIVE EDUCATION PROGRAM AND EMPLOYED IN A PHASE OF AUTO MECHANICS. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF REFERENCES, AN ANALYSIS OF THE AUTO MECHANICS TRADE, AND PROGRESS RECORDS FOR USE BY STUDENT, INSTRUCTOR, AND EMPLOYER. A SECOND STUDY GUIDE (VT 001 628) HAS BEEN DEVELOPED FOR GROUP STUDY. ANSWERS TO STUDY QUESTIONS ARE AVAILABLE IN VT 002 081. (HC)

VT 002 083 ED 013 315
KARNES, JAMES B. , AND OTHERS
GENERAL MECHANICS, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN GENERAL MECHANICS SHOPS.

MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY.
MISSOURI UNIV., COLUMBIA. COLL. OF EDUCATION.
PUB DATE - AUG63 127P.

DESCRIPTORS - *CURRICULUM GUIDES; HIGH SCHOOLS; *MECHANICS (PROCESS); POST SECONDARY EDUCATION; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE PURPOSE OF THIS COMBINATION COURSE OF STUDY AND STUDY GUIDE IS TO PROVIDE MATERIAL FOR JOB SKILLS AND PROCEDURES, TECHNICAL INFORMATION, AND PERSONAL DEVELOPMENT. USE IN GRADE 11 OR ABOVE IS RECOMMENDED FOR COOPERATIVE OR PREPARATORY COURSES. IT WAS ORIGINALLY WRITTEN BY A RESEARCH ASSISTANT, REVISED BY A RESEARCH ASSISTANT IN A UNIVERSITY SETTING, WITH ADVICE FROM AN ADVISORY COMMITTEE AND SPECIALISTS, AFTER EXTENSIVE USE. COURSE CONTENT IS PRESENTED AS "WHAT THE WORKERS SHOULD BE ABLE TO DO" AND "WHAT THE WORKER SHOULD KNOW." COVERED ARE SUCH AREAS AS (1) SMALL GAS ENGINES, (2) CHAIN SAW SHARPENING, (3) OUTBOARD MOTORS, (4) BICYCLES, AND (5) DUPLICATION OF KEYS. ASSIGNMENT SHEETS, TESTS, AND INFORMATION SHEETS COMPRISE THE STUDY GUIDE. PROGRESS RECORDS FOR THE INSTRUCTOR AND EMPLOYER ARE PROVIDED. RELATED INSTRUCTION REQUIRES 180 CLOCK HOURS. A QUALIFIED COORDINATOR OR COMPETENT GENERAL MECHANICS INSTRUCTOR IS NECESSARY. THE STUDENTS SHOULD BE AT LEAST HIGH SCHOOL JUNIORS WITH MECHANICAL APTITUDE. LISTED ARE 11 REFERENCES, 17 SOURCES OF MATERIALS, AND TWO PUBLISHERS. AN ANSWER BOOK (VT 002 082) IS AVAILABLE. REPRODUCTION OF THIS 8 BY 11 INCH GUIDE IS BY MIMEOGRAPH. THIS DOCUMENT IS AVAILABLE FOR $1.50 FROM INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201. (EM)

VT 002 085
KARNES, JAMES B.
MEAT CUTTING, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN MEAT CUTTING.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - MAR65 136P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MEAT CUTTERS; HIGH SCHOOLS; POST SECONDARY EDUCATION; JOB ANALYSIS; *COOPERATIVE EDUCATION; INDIVIDUAL INSTRUCTION; *MEAT

ABSTRACT - RELATED OCCUPATIONAL INFORMATION FOR MEAT CUTTING STUDENTS IN HIGH SCHOOL OR POST-HIGH SCHOOL COOPERATIVE EDUCATION PROGRAMS IS PRESENTED. IT WAS DEVELOPED BY A COMMITTEE OF TEACHER COORDINATORS AND TEACHER EDUCATORS THROUGH AN ANALYSIS OF THE TRADE AND HAS BEEN FIELD TESTED AND PERIODICALLY REVISED. THE 16 ASSIGNMENT SHEETS- DESIGNED FOR INDIVIDUAL INSTRUCTION, CONTAIN INFORMATIVE PARAGRAPHS, EXPLANATIONS OF THE IMPORTANCE OF THE ASSIGNMENTS, REFERENCES, LEARNING ACTIVITIES, AND OBJECTIVE-TYPE QUESTIONS. EXAMPLES OF ASSIGNMENT SHEET TITLES ARE (1) SANITATION IN THE MEAT DEPARTMENT, (2) PREPARING RETAIL BEEF CUTS, (3) PREPARING FISH AND SHELLFISH, (4) REFRIGERATION, CURING, AND STORAGE OF MEAT, AND (5) ADVERTISING, DISPLAYING, AND SELLING MEAT. INFORMATION SHEETS ARE INCLUDED ON RETAIL MEAT CUTTERS, FRESH AND FROZEN FISH, AND SELLING MEAT PRODUCTS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER THE SUPERVISION OF A QUALIFIED COORDINATOR OR COMPETENT TRADE TEACHER FOR ONE YEAR OR 180 DAYS. THE STUDENT SHOULD BE IN GRADE 11 OR GRADE 12, HAVE PROPER PREREQUISITES, AND BE EMPLOYED IN MEAT CUTTING IN A COOPERATIVE EDUCATION PROGRAM. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF REFERENCES, AN ANALYSIS OF THE RETAIL MEAT CUTTING TRADE, AND A STUDENT PROGRESS RECORD. ANSWERS TO ASSIGNMENT SHEET QUESTIONS ARE AVAILABLE IN VT 002 084. (HC)

VT 002 086
PRATER, ROBERT L., AND OTHERS
BUILDING TRADES, A COURSE OF STUDY DESIGNED FOR STUDENTS IN BUILDING TRADES CLASSES.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - JUN63 120P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; GRADE 11; GRADE 12

ABSTRACT - THIS GUIDE IS FOR STUDENT USE IN RELATED INSTRUCTION CLASSES FOR THE BUILDING TRADES JOB CLUSTER COVERING CARPENTRY, MASONRY, ELECTRICITY, PLUMBING, PLASTERING, AND PAINTING. IT WAS DEVELOPED BY A COMMITTEE AND RESEARCH ASSISTANTS. OF THE 46 ASSIGNMENT SHEETS 24 ARE ON CARPENTRY. REPRESENTATIVE TITLES ARE (1) ESSENTIAL PREPARATION FOR

BUILDING A HOUSE, (2) PRINCIPLES AND METHODS OF FRAMING FOR FLOORS, (3) PRINCIPLES OF PARTITIONS CONSTRUCTION, (4) SPECIAL ROOF FRAMING PROBLEMS, (5) INTERIOR TRIM AND FINISH, (6) MIXING, POURING, AND FINISHING CONCRETE, (7) FUNDAMENTALS OF ELECTRICAL WORK, (8) LAYOUT AND INSTALLATION OF HOUSE SEWERS AND DRAINS, (9) APPLYING PLASTER, AND (10) APPLICATION OF PAINT AND WALL COVERINGS. EACH ASSIGNMENT GIVES INTRODUCTION, ASSIGNMENT, REFERENCE, AND QUESTINS. INSTRUCTORS SHOULD BE VOCATIONALLY COMPETENT, AND STUDENTS SHOULD BE JUNIORS WITH PROPER PREREQUISITES. THE SUGGESTED TIME ALLOTMENT IS 180 DAYS. AN ANALYSIS OF THE SKILLS AND KNOWLEDGE FOR EACH OF THE MAJOR AREAS AND A REFERENCE BIBLIOGRAPHY ARE INCLUDED. AN INSTRUCTOR'S GUIDE (VT 002 087) IS AVAILABLE FOR 50 CENTS. (EM)

VT 002 087
PRATER, ROBERT L., AND OTHERS
BUILDING TRADES, INSTRUCTOR'S GUIDE, FOR USE WITH A COURSE OF STUDY FOR STUDENTS IN BUILDING TRADES.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($.50).
PUB DATE - JUN63 94P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; GRADE 11; GRADE 12

ABSTRACT - THIS INSTRUCTOR'S GUIDE IS FOR TEACHER USE WITH A COMPANION STUDY GUIDE(VT 002 086). IT IS DIVIDED INTO THE SAME AREAS IN THE SAME SEQUENCE AS THE STUDENT'S MANUAL--CARPENTRY, MASONRY AND CONCRETE, ELECTRICAL CONSTRUCTION, PLUMBING AND PIPEFITTING, PLASTERING, AND PAINTING AND DECORATING. KEY SHEETS CORRESPOND TO THE 46 ASSIGNMENT SHEETS IN THE STUDENT MANUAL, AND EACH CONTAINS A KEY TO THE STUDY QUESTIONS BY REFERENCE TO A SPECIFIC TEXT AND PAGE, SUGGESTED SUPPLEMENTARY ASSIGNMENTS, SUGGESTED VISUAL AIDS, AND OTHER INSTRUCTIONAL AIDS. IN ADDITION, 11 OBJECTIVE-TYPE TESTS WITH ANSWERS ARE INCLUDED. (EM)

VT 002 089
KARNES, JAMES B.
PAINTING AND DECORATING, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED BY PAINTERS AND DECORATORS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - MAY66 99P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PAINTERS; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY PREPARATORY OR COOPERATIVE STUDENTS IN PAINTING AND DECORATING COURSES. IT WAS DEVELOPED BY TEACHER EDUCATORS AND RESEARCH ASSISTANTS WITH HELP FROM A CONSULTANT COMMITTEE. ASSIGNMENT SHEET TITLES ARE (1) THE PAINT INDUSTRY, (2) HEALTH AND SAFETY, (3) TOOLS AND EQUIPMENT, (4) SURFACE PREPARATION, (5) PAINT MIXING, (6) PAINT APPLICATION, (7) FINISHING WOOD WITH SHELLAC, VARNISH, AND LACQUER, (8) COLOR HARMONY, (9) COLOR STYLING, (10) SPECIAL FINISHES, (11) WALL COVERINGS, (12) ESTIMATING, (13) THE PAINT CONTRACTOR. EACH ASSIGNMENT SHEET GIVES AN ASSIGNMENT, REFERENCE, AND OBJECTIVE-TYPE QUESTIONS. THE SUGGESTED TIME ALLOTMENT IS 180 DAYS. THE TEACHER SHOULD BE A QUALIFIED COORDINATOR OR TRADE TEACHER AND STUDENTS SHOULD BE AT LEAST HIGH SCHOOL JUNIORS WITH THE PROPER PREREQUISITES. A JOB AND INFORMATION ANALYSIS AND PROGRESS RECORDS FOR USE BY STUDENT, TEACHER, AND EMPLOYER ARE INCLUDED. (EM)

VT 002 097
KARNES, JAMES B., ED.
INSTITUTIONAL FOOD SERVICE SUPERVISOR, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN INSTITUTIONAL FOOD SERVICE.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - AUG63 160P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *FOOD SERVICE SUPERVISORS; *STUDY GUIDES; *FOOD; *COOPERATIVE EDUCATION; GRADE 11; GRADE 12

ABSTRACT - THIS COURSE OF STUDY IS DESIGNED FOR USE BY JUNIOR AND SENIOR HIGH SCHOOL STUDENTS PREPARING FOR THE OCCUPATION OF INSTITUTIONAL FOOD SERVICE SUPERVISOR. LOCAL AND STATE SUBJECT MATTER SPECIALISTS DEVELOPED, TESTED, AND PERIODICALLY REVISED THE PROGRAM. EIGHTEEN ASSIGNMENT SHEETS, EACH CONTAINING INFORMATION, ASSIGNMENT, REFERENCES, AND QUESTIONS, COVER (1) THE FOOD SERVICE SUPERVISOR, (2) NUTRITION, (3) FUNCTION AND SOURCE OF FOOD, (4) MENUS AND DIETS, (5) FOOD PURCHASING, (6) PRINCIPLES OF FOOD PREPARATION; (7) THE PREPARATION OF FOOD, (8) SERVING THE FOOD, (9) RECORDS AND COSTS, (10) SANITATION, SAFETY, AND EQUIPMENT, AND (11) ADVANCEMENT AND CAREER OPPORTUNITIES. WHAT THE WORKER SHOULD BE ABLE TO DO IS CORRELATED WITH WHAT THE WORKER SHOULD KNOW IN 2-COLUMN FORM. A BIBLIOGRAPHY OF REFERENCES AND PROGRESS RECORDS FOR USE BY TEACHER, STUDENT, AND EMPLOYER ARE INCLUDED. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT UNDER TEACHER SUPERVISION FOR 180 HOURS. (EP)

VT 002 099 ED 013 316
PETERSON, CLARENCE E.

CHEMICAL AND METALLURGICAL TECHNOLOGIES, SUGGESTED TECHNIQUES FOR DETERMINING COURSES OF STUDY IN VOCATIONAL EDUCATION PROGRAMS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80016
PUB DATE - 62 28P.

DESCRIPTORS - *CHEMICAL TECHNICIANS; CHEMISTRY; *CURRICULUM DEVELOPMENT; CURRICULUM PLANNING; EDUCATIONAL NEEDS; *ENGINEERING TECHNICIANS; *JOB ANALYSIS; METALLURGICAL TECHNICIANS; OCCUPATIONAL CLUSTERS; *OCCUPATIONAL INFORMATION; TECHNICAL EDUCATION

ABSTRACT - THE PURPOSE OF THIS PUBLICATION IS TO HELP STATES ORGANIZE AND OPERATE PROGRAMS UNDER TITLE VIII OF THE NATIONAL DEFENSE EDUCATION ACT OF 1958 FOR THE TRAINING OF CHEMICAL AND METALLURGICAL TECHNICIANS. SUGGESTED IS A RATIONALE FOR CURRICULUM DEVELOPMENT WHICH INCLUDES -- (1) IDENTIFICATION OF INDIVIDUAL OCCUPATIONS, (2) ANALYSIS OF JOB CHARACTERISTICS SUCH AS WORK PERFORMED, ABILITY REQUIRED, WORKER CHARACTERISTICS, TOOLS, AND MATERIALS, (3) CLUSTERING OF OCCUPATIONS BY COMMON TRAINING REQUIREMENTS, AND (4) CONSTRUCTION OF A CURRICULUM BASED UPON THE REQUIREMENTS OF THE OCCUPATIONAL CLUSTER TEMPERED BY INSTITUTIONAL CONSIDERATIONS. DESCRIPTIONS ARE GIVEN FOR 11 JOBS IN CHEMICAL AND METALLURGICAL TECHNOLOGIES AND INCLUDE ASSISTANTS, ANALYSTS, AND TECHNICIANS. A JOB FACTOR COMPARISON CHART SHOWS THE CHEMICAL AND METALLURGICAL ACTIVITIES IN EACH OF THE 11 OCCUPATIONS. A TRAINING REQUIREMENTS ANALYSIS FORM IS INCLUDED AS A SPECIMEN OF A METHOD OF DETERMINING CURRICULUM FOR THE TWO TECHNOLOGIES. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.280--80016 FOR 25 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (JM)

VT 002 100
SMITH, FARMER S., ED.
THE GENERAL RELATED UNITS FOR INDUSTRIAL COOPERATIVE TRAINING; A SUGGESTED STUDY OF TOPICS NEEDED BY EVERY VOCATIONAL STUDENT, TEACHERS' GUIDE.

NORTH CAROLINA STATE UNIV., RALEIGH. DEPT. OF INDUSTRIAL EDUCATION
NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. TRADE AND INDUSTRIAL EDUCATION
PUB DATE - 1AUG65 185P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL ADJUSTMENT; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION; BIBLIOGRAPHIES

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN CONDUCTING THE RELATED INSTRUCTION PORTION OF TRADE AND INDUSTRIAL COOPERATIVE EDUCATION PROGRAMS. SUGGESTED METHODS, DEVICES, REFERENCES AND AN OUTLINE OF THE INSTRUCTIONAL CONTENT ARE PROVIDED. MAJOR UNITS ARE: (1) ORIENTATION, (2) EMPLOYMENT, (3) HOW TO STUDY, (4) DUTIES AND RESPONSIBILITIES OF THE WORKER, (5) AGENCIES AFFECTING EMPLOYMENT, (6) SAFETY, FIRST AID, HEALTH, AND HYGIENE, (7) CONSUMER ECONOMICS, (8) CHARACTER DEVELOPMENT, PERSONALITY, AND HUMAN RELATIONS, (9) CITIZENSHIP, (10) COMMUNICATION SKILLS, (11) GOVERNMENT SERVICES, AND (12) APPLIED MATHEMATICS AND SCIENCE. SUPPLEMENTARY MATERIALS INCLUDE AN EXTENSIVE BIBLIOGRAPHY OF BOOKS, PAMPHLETS, AND 16 MM FILMS. A RELATED TEXTBOOK FOR STUDENT USE COVERING THE SAME CONTENT IS VT 000 804 (AIM SUMMER 1969). (EM)

VT 002 117 ED 013 914
BERNDT, WILLIAM , AND OTHERS
PEACETIME RADIATION HAZARDS IN THE FIRE SERVICE, BASIC COURSE, INSTRUCTOR'S GUIDE.

ATOMIC ENERGY COMMISSION, WASHINGTON, D.C.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-84020-CIRC-658
PUB DATE - 61

DESCRIPTORS - *FIRE FIGHTERS; *RADIATION; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE 12 TEACHING GUIDES INCLUDED ARE CORRELATED WITH THE "RESOURCE MANUAL" (VT 001 337), "STUDY GUIDE" (VT 001 878), AND A SET OF TWENTY-TWO 20- BY 28-INCH CHARTS (OE84022) DESIGNED TO BE PRESENTED TO FIREMEN IN A 15-HOUR COURSE AS A PART OF THEIR BASIC FIRE TRAINING. THEY ARE CONCERNED WITH HAZARDS RESULTING FROM THE PRESENCE OF RADIOACTIVE MATERIALS. THE INSTRUCTIONAL MATERIALS WERE DEVELOPED JOINTLY BY THE DIVISION OF VOCATIONAL EDUCATION OF THE U.S. OFFICE OF EDUCATION AND THE OFFICE OF INDUSTRIAL RELATIONS, U.S. ATOMIC ENERGY COMMISSION. THE INSTRUCTOR OF THIS COURSE SHOULD RECEIVE TRAINING IN RADIATION HAZARDS AS IT RELATES TO FIREMEN THROUGH THE INTENSIVE SHORT-TERM INSTRUCTOR COURSE OFFERED BY THE OFFICE OF INDUSTRIAL RELATIONS, ATOMIC ENERGY COMMISSION. EACH GUIDE GIVES OBJECTIVES, TEACHING AIDS, REFERENCES, AND THE FOUR STEP METHOD OF INSTRUCTION -- (1) INTRODUCTION, (2) PRESENTING THE LESSON (SUBJECT MATTER INCLUDED), (3) APPLICATION (LEARNER'S WORK ASSIGNMENT SHEETS), AND (4) CHECKING AND FOLLOWUP. MOTION PICTURE FILM TITLES AND DESCRIPTIONS AND ANSWERS TO ASSIGNMENT SHEET QUESTIONS ARE INCLUDED. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.284--84020 FOR 50 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (PS)

VT 002 125
MINUTES AND PRELIMINARY FINDINGS OF A MEETING CALLED AT THE SUGGESTION OF AND WITH THE SUPPORT OF THE STATLER FOUNDATION (ST. LOUIS, MISSOURI, FEBRUARY 22-23, 1964).

COUNCIL ON HOTEL, RESTAURANT, AND INSTITUTIONAL EDUCATION, ITHACA, N.Y.
PUB DATE - 64 6P.

DESCRIPTORS - *SERVICE OCCUPATIONS; FOOD SERVICE OCCUPATIONS; *JUNIOR COLLEGES; *FOUNDATION PROGRAMS; FINANCIAL SUPPORT; *GUIDELINES; CURRICULUM

ABSTRACT - THE STATLER FOUNDATION, INTERESTED IN PROMOTING JUNIOR COLLEGE PROGRAMS OF QUALITY FOR THE PUBLIC HOSPITAILITY FIELD, ASKED THE 11 PERSONS ATTENDING THE MEETING TO DEVELOP SOME GUIDELINES TO HELP IT APPRAISE PROGRAMS SEEKING FINANCIAL HELP. THE FOUNDATION MAY PROVIDE MATCHING FUNDS UP TO $25,000 FOR A PROGRAM WHEN SUBSTANTIAL LOCAL INTEREST, TIME AND FUNDS ARE INVESTED. LOCAL INDUSTRY MUST BE WILLING TO PROVIDE OPPORTUNITIES FOR PRACTICE INTERNSHIP AND PERMANENT JOBS. THE COMMITTEE RECOMMENDED THAT TO BE ELIGIBLE FOR FOUNDATION SUPPORT, A SCHOOL MUST OFFER SUBSTANTIALLY ALL THE SUBJECT MATTER COVERED IN THE SPECIFICALLY REQUIRED COURSES IN THE COMMITTEE-DEVELOPED CURRICULUM DESIGNED FOR THE STUDENT SEEKING IMMEDIATE PLACEMENT AFTER THE JUNIOR COLLEGE EXPERIENCE. A MINIMUM OF 500 HOURS OF SUPERVISED EXPERIENCE IN THE FIELD WAS RECOMMENDED. LABORATORY FACILITIES SHOULD BE PROVIDED FOR INSTRUCTION IN BASIC SCIENCES, IN ELEMENTARY AND QUANTITY FOOD PRODUCTION, FOR FRONT OFFICE PROCEDURES AND GENERAL OPERATION OF TRANSIENT HOTEL FACILITIES. SPECIFIC STANDARDS FOR FACULTY NUMBER AND TRAINING AND FOR LIBRARY FACILITIES SHOULD BE MAINTAINED. (MS)

VT 002 267
RONEY, MAURICE W.
AUTOMOTIVE BODY REPAIRMAN, SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
PUB DATE - 65 38P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; *MOTOR VEHICLES; POST SECONDARY EDUCATION; PROGRAM PLANNING
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR ADMINISTRATOR AND TEACHER USE IN PLANNING AND DEVELOPING A POST-HIGH SCHOOL COURSE TO PREPARE PERSONS FOR EMPLOYMENT AS AUTO BODY REPAIRMEN. IT WAS DEVELOPED BY THE OKLAHOMA STATE UNIVERSITY UNDER CONTRACTUAL ARRANGEMENTS WITH THE U.S. OFFICE OF EDUCATION DIVISION OF VOCATIONAL AND TECHNICAL EDUCATION. SOME OF THE NINE INSTRUCTIONAL UNITS ARE (1) AUTOMOBILE METALS, (2) FRAME STRAIGHTENING, (3) REFINISHING PROCESSES, AND (4) GLASS REMOVAL AND REPLACEMENT. EACH UNIT GIVES THE CLASSROOM AND SHOP TIME ALLOCATION, OBJECTIVES, UNIT OUTLINE, SUGGESTED SHOP EXERCISES, AND STUDY REFERENCES. THE TIME ALLOCATIONS SERVE TO INDICATE THE RELATIVE EMPHASIS TO BE PLACED ON EACH AREA AND MAY BE CHANGED TO ADAPT THE COURSE TO LOCAL CONDITIONS AND TO THE BACKGROUND OF THE TRAINEES. THE COURSE IS DESIGNED FOR 245 HOURS OF CLASSROOM AND 1,515 HOURS OF SHOP WORK. THE TEACHER MUST HAVE EXPERIENCE IN AUTOMOTIVE BODY REPAIR, AND THE STUDENT SHOULD HAVE MANUAL DEXTERITY AND AN APPRECIATION OF QUALITY WORKMANSHIP. THE U.S. EMPLOYMENT SERVICE GENERAL APTITUDE TEST BATTERY FOR AUTOMOTIVE BODY REPAIRMEN IS SUGGESTED AS AN AID IN TRAINEE SELECTION. SUGGESTIONS FOR TEACHING THE COURSE, A LIST OF REFERENCES AND FILMS, AND SUGGESTED MACHINES, TOOLS, EQUIPMENT, SUPPLIES, AND TRAINING FACILITIES ARE INCLUDED. (HC)

VT 002 272 ED 013 927
ARNOLD, WALTER M. , AND OTHERS
HIGHWAY ENGINEERING AIDE, A SUGGESTED TRAINING PROGRAM.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-87009
PUB DATE - 64

DESCRIPTORS - *CURRICULUM GUIDES; *HIGHWAY ENGINEERING AIDES; *TECHNICAL EDUCATION
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - TO AID ADMINISTRATORS, SUPERVISORS, TEACHER TRAINEES, AND TEACHERS IN THE DEVELOPMENT AND PROMOTION OF A POSTSECONDARY COURSE, THIS CURRICULUM GUIDE WAS DEVELOPED PURSUANT TO A U.S. OFFICE OF EDUCATION (USOE) CONTRACT BY THE UNIVERSITY OF ILLINOIS. THE CONTENT COVERS -- (1) ORIENTATION AND COMMUNICATION SKILLS, (2) TECHNICAL MATHEMATICS, (3) SURVEYING AND MEASUREMENTS, (4) HIGHWAY MATERIALS, AND (5) CIVIL ENGINEERING DRAWING. EACH COURSE GUIDE INCLUDES MINIMUM HOURS PER WEEK, PREREQUISITES, DESCRIPTION (COURSE), INSTRUCTION PROCEDURES, MAJOR DIVISIONS (OUTLINE), SOME SUGGESTED TEXTS AND REFERENCES, AND SOME SUGGESTED VISUAL AND TRAINING AIDS. THE COURSE IS DESIGNED TO RUN 16 WEEKS FOR AIDES SEEKING EMPLOYMENT IN HIGHWAY AND ROAD CONSTRUCTION. THE APPENDIX CONTAINS SAMPLE PROBLEMS, LISTS OF EQUIPMENT AND SUPPLIES NEEDED AND THEIR COST, AND A LABORATORY FLOORPLAN. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.287--87009 FOR 35 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (EM)

VT 002 280
COCKRUM, JIM
SUPERVISED STUDY GUIDE FOR OPTICIAN, DISPENSING OPTICIAN, AND OPTICAL MECHANIC.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 (STUDY GUIDE AND UNIT TESTS, $7.50).
PUB DATE - FEB67 185P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OPTICIANS; OPTICS; GRADE 11; GRADE 12; COOPERATIVE EDUCATION; OCCUPATIONAL INFORMATION

ABSTRACT - FOR USE IN PRESENTING RELATED TECHNICAL INSTRUCTION TO STUDENTS IN OPTICIAN COOPERATIVE TRAINING PROGRAMS IN AREA VOCATIONAL OR TECHNICAL HIGH SCHOOLS, THIS MATERIAL WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE. THE MAJOR AREAS OF STUDY ARE--(1) INTRODUCTION TO OPTICS AND THE VOCATION OF OPTICIAN, (2) PRESCRIPTIONS FOR SINGLE-VISION LENSES, (3) PRESCRIPTIONS FOR BIFOCALS, (4) MANUFACTURING PRESCRIPTION LENSES, (5) INSERTING AND MOUNTING LENSES, (6) SELECTING

AND FITTING FRAMES AND MOUNTINGS, AND (7) ADJUSTING FRAMES AND MOUNTINGS. ASSIGNMENT SHEETS GIVE THE LESSON SUBJECT AND AIM, INTRODUCTORY INFORMATION, STUDY REFERENCE, AND QUESTIONS. INFORMATION SHEETS CONTAIN MATERIALS THAT ARE NOT AVAILABLE OR THAT ARE INADEQUATELY PRESENTED IN THE REFERENCE BOOKS. LINE DRAWING ILLUSTRATIONS ARE PROVIDED. THE STUDY OF THIS MATERIAL BY GRADE 11 AND GRADE 12 STUDENTS EMPLOYED IN 2-YEAR COOPERATIVE PROGRAMS IS TO BE SUPERVISED BY A RELATED SUBJECTS TEACHER OR TEACHER-COORDINATOR. PROGRESS RECORD FORMS ARE PROVIDED FOR TEACHER AND STUDENT USE IN CHECKING BOOKS. AN ANSWER BOOK (VT 002 279) FOR THE WRITTEN ASSIGNMENTS AND UNIT TESTS IS AVAILABLE FOR $2.50. (HC)

VT 002 376 ED 013 929
AUTOMOBILE BODY AND FENDER REPAIR AND REFINISHING, A STUDY GUIDE AND PROGRESSION RECORD IN AUTOMOBILE BODY AND FENDER REPAIR AND REFINISHING.

ALABAMA UNIV., MONTGOMERY.
US-FILE-316
PUB DATE - FEB66 92P.

DESCRIPTORS - *AUTO BODY REPAIRMEN; *COOPERATIVE EDUCATION; GRADE 11; GRADE 12; *MOTOR VEHICLES; STUDENT RECORDS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - JOB SHEETS ARE USED IN THIS INDIVIDUAL STUDY GUIDE TO DIRECT GRADE 11 AND GRADE 12 STUDENTS IN COOPERATIVE EDUCATION PROGRAMS IN AREA VOCATIONAL OR COMPREHENSIVE HIGH SCHOOLS. THE GUIDE WAS DEVELOPED BY A STATE COMMITTEE OF TRADE AND INDUSTRIAL COORDINATORS, SUBJECT MATTER SPECIALISTS, AND TEACHER EDUCATORS, AND HAS BEEN USED IN HIGH SCHOOL PROGRAMS FOR 30 YEARS. THE JOB SHEETS CONTAIN THE JOB TITLE, RELATED STUDY REFERENCES, QUESTIONS, AND A CHART FOR RECORDING COMPLETION OF CORRELATED LABORATORY PERFORMANCES AND RELATED REFERENCES. TRADE ANALYSIS AND PROGRESS RECORD FORMS FOR TEACHER AND STUDENT USE INCLUDE A LIST OF THE JOB SHEETS AND SPACES FOR RECORDING PROGRESS ON THE JOB AND IN RELATED STUDY. ALSO INCLUDED IS A STUDENT'S DAILY RECORD FORM. TIME ALLOTMENT IS 1 HOUR PER DAY FOR 2 YEARS OR 360 HOURS. A BIBLIOGRAPHY INCLUDES REQUIRED TEXTS AND SUPPLEMENTARY REFERENCES. THIS DOCUMENT IS AVAILABLE FOR $1.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. AN ANSWER BOOK (VT 002 388) IS AVAILABLE FOR $1.00. (HC)

VT 002 397
FISHER, ROGER; JACKSON, JOSEPH
CARPENTRY.

DELAWARE UNIV., NEWARK. PRE-VOCATIONAL INST.
OEC-5-85-086
PUB DATE - 65 18P.

DESCRIPTORS - *CARPENTERS; BUILDING TRADES; *OCCUPATIONAL INFORMATION; *PREVOCATIONAL EDUCATION; JUNIOR HIGH SCHOOLS; *SUPPLEMENTARY READING MATERIALS; CAREER OPPORTUNITIES

ABSTRACT - DEVELOPED TO INTRODUCE THE CARPENTRY TRADE TO THE PRE-VOCATIONAL STUDENT, A STORY IS PRESENTED USING A CARTOON CHARACTER AND DRAWINGS TO ANSWER TEN BASIC QUESTIONS THAT MIGHT BE ASKED BY THE PRE-VOCATIONAL STUDENT. THE QUESTIONS DISCUSSED ARE: (1) WHAT IS THE DEMAND FOR CARPENTERS? (2) WHAT EDUCATION DO CARPENTERS NEED? (3) HOW DOES A CARPENTER GO ABOUT GETTING A JOB? (4) WHAT EXPENSES ARE INVOLVED IN GETTING STARTED? (5) WHAT IS THE PAY FOR CARPENTERS? (6) WHAT ADVANCEMENT CAN A CARPENTER EXPECT TO MAKE? (7) WHAT ARE THE CARPENTER'S DUTIES? (8) WHAT ARE THE WORKING CONDITIONS OF THE CARPENTER? (9) WHAT ARE THE WORKING HOURS OF THE CARPENTER? AND (10) WHAT ARE THE DISADVANTAGES OF BEING A CARPENTER? A BIBLIOGRAPHY IS PROVIDED FOR FURTHER READING. (HC)

VT 002 398
MATZ, WILLIAM A.
BRICKLAYING.

DELAWARE UNIV., NEWARK. PRE-VOCATIONAL INST.
OEC-5-85-086
PUB DATE - 65 19P.

DESCRIPTORS - OCCUPATIONAL GUIDANCE; *PREVOCATIONAL EDUCATION; *OCCUPATIONAL INFORMATION; JUNIOR HIGH SCHOOLS; HIGH SCHOOLS; *BRICKLAYERS; SUPPLEMENTARY READING MATERIALS; SKILLED OCCUPATIONS

ABSTRACT - PREPARED TO ACQUAINT THE PRE-VOCATIONAL STUDENT WITH BRIEF FACTS CONCERNING THE BRICKLAYING TRADE, A STORY IS TOLD OF BILL, A YOUNG MAN LEARNING THE BRICKLAYING TRADE AND HIS EXPERIENCE AS A BRICKLAYER. A GUIDANCE COUNSELOR EXPLAINS TO BILL THE PHYSICAL, PERSONALITY, AND JOB REQUIREMENTS OF A BRICKLAYER. THE STORY FOLLOWS BILL THROUGH APPRENTICE TRAINING, DISCUSSING SALARY, WORKING HOURS, EXPENSES, BENEFITS, JOB OPPORTUNITIES, AND ADVANCEMENT. ADDITIONAL INFORMATION ON BRICKLAYING MAY BE OBTAINED FROM THE GUIDANCE COUNSELOR, JOB OPPORTUNITY CENTER, LOCAL EMPLOYMENT ASSOCIATION, OR BRICKLAYER JOINT APPRENTICESHIP COMMITTEE. CARTOON DRAWINGS ARE USED TO ILLUSTRATE CERTAIN POINTS AND A BIBLIOGRAPHY IS PROVIDED TO GUIDE THE STUDENT TO ADDITIONAL READING SOURCES. (HC)

VT 002 400
LUTTON, HENRY
AUTOMOBILE MECHANICS.

DELAWARE UNIV., NEWARK. PRE-VOCATIONAL INST.
OEC-5-85-086
PUB DATE - 65 9P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION); *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL GUIDANCE; JUNIOR HIGH SCHOOLS; *OCCUPATIONAL INFORMATION; CAREER OPPORTUNITIES; SUPPLEMENTARY READING MATERIALS

ABSTRACT - A BRIEF OCCUPATIONAL GUIDANCE STORY IS PRESENTED IN WHICH A BEGINNING AUTO MECHANIC AND A GARAGE OWNER TALK TO A YOUNG BOY ABOUT THE AUTO MECHANICS TRADE. THE BEGINNING MECHANIC PRESENTS A JOB DESCRIPTION

BY RELATING JOB REQUIREMENTS AND HOW HE STARTED IN THE OCCUPATION. THE GARAGE OWNER TELLS ABOUT ADVANCEMENT POSSIBILITIES BY EXPLAINING HIS EXPERIENCES IN THE TRADE AND PRESENTS WAGES AND FRINGE BENEFITS THROUGH OFFERING TO HIRE THE YOUNG BOY. TOOLS, PERSONAL HABITS, AND THE DEMAND FOR AUTO MECHANICS ARE ALSO DISCUSSED. CARTOON AND PHOTOGRAPHIC ILLUSTRATIONS ARE USED TO DRAW ATTENTION TO CERTAIN ITEMS. A BIBLIOGRAPHY PROVIDES SOURCES FOR ADDITIONAL INFORMATION. (HC)

VT 002 401
BACHMAN, DAVID B.
AUTO MECHANICS.

DELAWARE UNIV., NEWARK. PRE-VOCATIONAL INST.
OEC-5-85-086
PUB DATE - 65 22P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION); *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL GUIDANCE; *OCCUPATIONAL INFORMATION; *SUPPLEMENTARY READING MATERIALS; CAREER OPPORTUNITIES; JUNIOR HIGH SCHOOLS

ABSTRACT - A BRIEF OCCUPATIONAL GUIDANCE STORY IS PRESENTED IN WHICH A SUCCESSFUL AUTOMOBILE DEALER TELLS TWO YOUNG BOYS ABOUT THE AUTO MECHANICS TRADE. THE DEALER EXPLAINS THAT THE TRADE MAY BE LEARNED BY ATTENDING A TRADE OR VOCATIONAL SCHOOL OR BY WORKING IN A GARAGE. REQUIREMENTS SUCH AS PHYSICAL CHARACTERISTICS, CLEANLINESS, PRIDE IN WORKMANSHIP, AND ABILITIES ARE DISCUSSED AND THE BENEFITS AND OPPORTUNITIES OF THE TRADE ARE PRESENTED BY TELLING THE BOYS ABOUT SUCH THINGS AS WAGES, FRINGE BENEFITS, WORK CLOTHES, AND VACATIONS. THE STORY CONCLUDES WITH A DISCUSSION OF TOOLS, SAFETY, AND THE MECHANIC'S RESPONSIBILITY TO THE AUTOMOBILE OWNER. CARTOON AND LINE DRAWING ILLUSTRATIONS ARE USED TO SHOW THE AUTOMOBILE FRAME, ENGINE, COOLING SYSTEM, FUEL SYSTEM, AND EXHAUST SYSTEM. A BIBLIOGRAPHY PROVIDES SOURCES FOR FURTHER READING. (HC)

VT 002 409 ED 013 930
LOVE, L. CARL; RONEY, MAURICE W.
ELECTRICAL APPLIANCE SERVICEMAN, SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
PUB DATE - 65 33P.

DESCRIPTORS - *CURRICULUM GUIDES; *ELECTRICAL APPLIANCES; *ELECTRICAL APPLIANCE SERVICEMEN; PROGRAM DEVELOPMENT; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - THE PURPOSE OF THIS GUIDE IS TO AID IN PLANNING AND DEVELOPING A COURSE FOR TRAINING ELECTRICAL APPLIANCE SERVICEMEN. OUTLINES (ONE PAGE EACH) COVER -- (1) RELATED INSTRUCTION, (2) FUNDAMENTALS OF ELECTRICITY, (3) BASIC CONTROLS AND ELECTRONIC COMPONENTS, (4) RESISTANCE HEATING APPLIANCES, (5) MOTORS FOR ELECTRIC APPLIANCES, (6) MOTOR DRIVEN APPLIANCES, (7) REFRIGERATION, AND (8) MISCELLANEOUS OPERATIONS. THE OUTLINES GIVE OBJECTIVES (INSTRUCTIONAL), UNIT OUTLINE, AND REFERENCES. THE GUIDE SUGGESTS 268 CLASSROOM HOURS AND 572 LABORATORY HOURS FOR THE COURSE. THE TEACHER SHOULD HAVE TECHNICAL AND BUSINESS EXPERIENCE. STUDENTS SHOULD HAVE THE EQUIVALENCE OF A HIGH SCHOOL EDUCATION. THE GUIDE WAS DESIGNED FOR A CLASS OF 20 STUDENTS. OTHER SECTIONS DEAL WITH COURSE ORGANIZATION, STUDENT EVALUATION, REFERENCES AND AIDS, EQUIPMENT AND TOOL LISTS AND PRICES, FLOOR PLANS, AND EXPENDABLE SUPPLY LISTS AND PRICES. (EM)

VT 002 411 ED 013 931
RONEY, MAURICE W. , AND OTHERS
MACHINE TOOL OPERATOR--GENERAL, ENTRY, SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
PUB DATE - 65 37P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *CURRICULUM GUIDES; *MACHINE TOOL OPERATORS; POST SECONDARY EDUCATION; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO ASSIST THE ADMINISTRATOR AND INSTRUCTOR IN PLANNING AND DEVELOPING MANPOWER DEVELOPMENT AND TRAINING PROGRAMS TO PREPARE MACHINE TOOL OPERATORS FOR ENTRY-LEVEL POSITIONS. THE COURSE OUTLINE PROVIDES UNITS IN -- (1) ORIENTATION, (2) BENCH WORK, (3) SHOP MATHEMATICS, (4) BLUEPRINT READING AND SKETCHING, (5) POWER SAWS, (6) DRILL PRESS, (7) ENGINE LATHE, (8) MILLING MACHINE, (9) SURFACE AND CYLINDRICAL GRINDERS, (10) SHAPER, AND (11) MASS PRODUCTION METHODS. EACH UNIT CONTAINS A TIME ALLOCATION, OBJECTIVES, UNIT OUTLINE, SUGGESTED ACTIVITIES, AND A LIST OF REFERENCES. INSTRUCTION IN RELATED THEORY IS TO BE CONCURRENT WITH THE DEVELOPMENT OF SKILLS IN THE SHOP. SUGGESTIONS FOR PLANNING THE LESSONS AND EVALUATING THE STUDENTS ARE INCLUDED. THE TRAINING SCHEDULE IS DEVELOPED FOR 1,080 HOURS OF TRAINING IN A PERIOD OF 27 WEEKS. THE INSTRUCTOR SHOULD HAVE BROAD EXPERIENCE AS A SKILLED MACHINE TOOL OPERATOR AND, PREFERABLY, EXPERIENCE AS A SUPERVISOR OF MACHINE TOOL OPERATORS. THE TRAINEE SHOULD HAVE A HIGH SCHOOL EDUCATION OR EQUIVALENT WITH A BACKGROUND IN MATHEMATICS AND SHOULD BE OF AVERAGE PHYSICAL CONDITION AND HEALTH WITH GOOD VISION. SUPPLEMENTARY MATERIALS INCLUDE A LAYOUT OF A TRAINING FACILITY AND SUGGESTED MACHINES. TOOLS, EQUIPMENT, AND EXPENDABLE SUPPLIES FOR A CLASS OF 20 PERSONS. SUGGESTED TEXTBOOKS, REFERENCES, AND FILMS ARE LISTED. (HC)

VT 002 421 ED 013 327
PETERSON, CLARENCE E.
ELECTRICAL AND ELECTRONIC TECHNOLOGIES, JOB DESCRIPTIONS AND SUGGESTED TECHNIQUES FOR DETERMINING COURSES OF STUDY IN VOCATIONAL EDUCATION PROGRAMS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80004
PUB DATE - 66 42P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION;

*CURRICULUM DEVELOPMENT; CURRICULUM PLANNING; EDUCATIONAL NEEDS; ELECTRICITY; ELECTRONICS; *ELECTRONIC TECHNICIANS; *JOB ANALYSIS; OCCUPATIONAL CLUSTERS; *OCCUPATIONAL INFORMATION; TECHNICAL EDUCATION; TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE PURPOSE OF THIS REPORT IS TO HELP THE STATES ORGANIZE AND OPERATE PROGRAMS UNDER TITLE VIII OF THE NATIONAL DEFENSE EDUCATION ACT, P.L. 85-864. THE BASIC OCCUPATIONAL INFORMATION RESULTING FROM UP-TO-DATE JOB ANALYSIS STUDIES IS USED TO DETERMINE RELATIONSHIPS BETWEEN JOBS AND TO IDENTIFY THE SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL JOB PERFORMANCE IN THE ELECTRICAL AND ELECTRONIC TECHNICIAN OCCUPATIONS. THIS INFORMATION CAN BE USED TO ESTABLISH A WELL-BALANCED AND INTEGRATED COURSE OF STUDY TO PREPARE STUDENTS FOR A CLUSTER OF CLOSELY RELATED JOBS OR FOR A SPECIFIC OCCUPATION WITHIN THE CLUSTER. TOPICS INCLUDED ARE -- (1) THE FIELDS OF WORK, (2) JOB RELATIONSHIPS, (3) JOB DESCRIPTIONS, (4) TRAINING REQUIREMENTS, AND (5) DEVELOPING THE CURRICULUM. A TRAINING REQUIREMENTS ANALYSIS FORM ILLUSTRATES THE METHOD FOR RECORDING KNOWLEDGE AND ABILITY REQUIRED FOR EACH OCCUPATION. A LIST OF REFERENCE MATERIALS FOR DETERMINING JOB DESCRIPTIONS AND JOB RELATIONSHIPS IS PROVIDED. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.280--80004 FOR 30 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (HC)

VT 002 422 ED 012 335
WEINSTEIN, EMANUEL
INSTRUMENTATION AND AUTOMATIC CONTROL, SUGGESTED TECHNIQUES FOR DETERMINING COURSES OF STUDY IN VOCATIONAL AND TECHNICAL EDUCATION PROGRAMS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80043
PUB DATE - 66 40P.

DESCRIPTORS - AUTOMATION; BIBLIOGRAPHIES; *CURRICULUM; *CURRICULUM PLANNING; *HISTORICAL REVIEWS; *INSTRUMENTATION; *TECHNICAL EDUCATION
IDENTIFIERS - DISTRICT OF COLUMBIA

ABSTRACT - THE PURPOSE OF THIS GUIDE IS TO HELP THE STATES ORGANIZE AND OPERATE EDUCATIONAL PROGRAMS FOR OCCUPATIONS IN THE FIELD OF INSTRUMENTATION. CHAPTER TITLES ARE--(1) INSTRUMENTATIONS--PAST, PRESENT, AND FUTURE, (2) THE OCCUPATIONAL FIELD, (3) WORK ACTIVITIES (DESIGN, FABRICATION, MAINTENANCE, REPAIR, AND SERVICE), (4) TRAINING REQUIREMENTS, AND (5) DEVELOPING THE CURRICULUM (JOB ANALYSIS). AN ANNOTATED BIBLIOGRAPHY LISTS 30 TITLES DEALING WITH RELATED TOPICS SUCH AS AUTOMATION, MANPOWER, OCCUPATIONS, AND TRAINING. THE APPENDIX CONTAINS (1) A LIST OF MATHEMATICS, INSTRUMENTATION TECHNOLOGY, AND SUPPLEMENTARY COURSE DESCRIPTIONS, (2) A SAMPLE CURRICULUM OUTLINE, AND (3) A SELECTED BIBLIOGRAPHY OF U.S. OFFICE OF EDUCATION PUBLICATIONS. THIS DOCUMENT IS ALSO AVAILABLE AS FS 5.280--80043 FROM THE SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402, FOR $0.25. (EM)

VT 002 483
ROSENGREN, HAROLD J.
THREE-DIMENSIONAL TEACHING AIDS FOR TRADE AND INDUSTRIAL INSTRUCTION. (CIRCULAR, NO. 662, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C.).

OFFICE OF EDUCATION, WASHINGTON, D.C.
OE-84024
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS 5.284:84024, $.35).
PUB DATE - 65 54P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; MECHANICAL TEACHING AIDS; MODELS; *THREE DIMENSIONAL AIDS

ABSTRACT - PRINCIPLES FOR THE SELECTION, DEVELOPMENT, AND USE OF VARIOUS TYPES OF TEACHING AIDS ARE PRESENTED. PARTICIPANTS IN A CENTRAL REGIONAL CONFERENCE, ASSISTED BY STATE SUPERVISORS, TEACHER TRAINERS, AND PERSONNEL AT THE LOCAL LEVEL COOPERATED IN DEVELOPING A NEW ISSUE OF A 1953 PUBLICATION. PHOTOGRAPHS AND DESCRIPTIONS OF SELECTED AIDS INCLUDE SAMPLES, CUTAWAYS, MOCKUPS, LARGE- AND SMALL-SCALE MODELS, AND EXHIBITS FROM 24 INSTRUCTIONAL AREAS. REPRESENTATIVE AREAS ARE AIR CONDITIONING AND REFRIGERATION, APPLIANCE REPAIR, AUTO MECHANICS, MEASUREMENTS, PRACTICAL NURSING, SAFETY, AND WELDING. PRINCIPLES AND PRACTICES THAT APPLY TO EFFECTIVE UTILIZATION OF INSTRUCTIONAL MATERIALS, IN GENERAL, APPLY ALSO TO THE EFFECTIVE USE OF THREE-DIMENSIONAL TEACHING AIDS. THESE ARE REVIEWED IN THE APPENDIX. (HC)

VT 002 484 ED 012 336
RONEY, MAURICE
SHEET METAL WORKER, A SUGGESTED TRAINING COURSE.

OKLAHOMA STATE UNIV., STILLWATER.
AGRICULTURAL APPLIED SCIENCE.
PUB DATE - 65 24P.

DESCRIPTORS - *CURRICULUM GUIDES; INSTRUCTIONAL PROGRAMS; *POST SECONDARY EDUCATION; SHEET METAL WORK; *SHEET METAL WORKERS; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - MDTA PROGRAMS; STILLWATER

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO ASSIST ADMINISTRATORS AND INSTRUCTORS IN PLANNING AND DEVELOPING MANPOWER DEVELOPMENT AND TRAINING PROGRAMS TO PREPARE WORKERS FOR ENTRY-LEVEL POSITIONS IN THE SHEET METAL INDUSTRY. THE MATERIAL WAS PREPARED UNDER CONTRACTUAL AGREEMENT BY OKLAHOMA STATE UNIVERSITY AND REVIEWED BY ADVISORY GROUPS. IT IS DESIGNED TO GIVE THE TRAINEE A BACKGROUND OF FUNDAMENTALS IN MANIPULATIVE SKILLS AND RELATED INFORMATION. THE COURSE OUTLINE CONTAINS UNITS IN (1) MATHEMATICS AND BLUEPRINT READING, (2) DRAWING, (3) JOB PLANNING, (4) PATTERN DEVELOPMENT, (5) FABRICATION, (6) ASSEMBLY, (7) SHEET METAL INSTALLATION IN CONSTRUCTION, (8) MANUFACTURING (QUANTITY PRODUCTION), AND

(9) MAINTENANCE AND SAFETY PROCEDURES. THE COURSE COVERS 780 HOURS OF INSTRUCTION IN A PERIOD OF 26 WEEKS. A DISTRIBUTION OF INSTRUCTIONAL TIME FOR RELATED INSTRUCTION AND SHOP PRACTICE IS GIVEN WITHIN EACH MAJOR DIVISION. A CLASS OF 20 OR LESS IS SUGGESTED TO PERMIT TIME FOR THE NECESSARY INDIVIDUAL INSTRUCTION. THE TRAINEE SHOULD HAVE A HIGH SCHOOL EDUCATION WITH AT LEAST ONE COURSE IN MATHEMATICS AND HAVE MECHANICAL REASONING ABILITY, MANUAL DEXTERITY, AND A SENSE OF SPATIAL RELATIONS. SUPPLEMENTARY MATERIALS INCLUDE A LAYOUT OF A TRAINING FACILITY AND A LIST OF MACHINES, TOOLS, EQUIPMENT, AND SUPPLIES FOR A CLASS OF 20 PERSONS. INSTRUCTIONAL TEXTS, REFERENCES, AND FILMS ARE LISTED. (HC)

VT 002 515 ED 013 328
KNOEBEL, ROBERT M.
CHEMICAL TECHNOLOGY, A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80031
PUB DATE - 64 128P.

DESCRIPTORS - BIBLIOGRAPHIES; *CHEMICAL TECHNICIANS; *CURRICULUM GUIDES; EDUCATIONAL FACILITIES; PROGRAM DEVELOPMENT; *TECHNICAL EDUCATION
IDENTIFIERS - CHEMICAL TECHNOLOGY

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO HELP ADMINISTRATORS, SUPERVISORS, AND TEACHERS PLAN, DEVELOP, AND EVALUATE PROGRAMS. BOTH THE BASIC MATERIALS, BY AN INDIVIDUAL FOR THE CONNECTICUT STATE DEPARTMENT OF EDUCATION, AND THE INFORMATION ON FACILITIES AND COST, BY AN INDIVIDUAL, WERE PREPARED PURSUANT TO U.S. OFFICE OF EDUCATION (USOE) CONTRACTS. THE FINAL DRAFT WAS PREPARED BY USOE PERSONNEL. THE GUIDE CONTAINS GENERAL REQUIREMENTS (PROGRAM), THE CURRICULUM, COURSE OUTLINES, LIBRARY FACILITIES, LABORATORIES AND PHYSICAL FACILITIES FOR TEACHING CHEMISTRY, AND A BIBLIOGRAPHY. THE COURSE OUTLINES INCLUDE HOURS REQUIRED, DESCRIPTION (COURSE), MAJOR DIVISIONS (OUTLINE), LABORATORY (TIME AND EXPERIMENTS), TEXTS AND REFERENCES, AND VISUAL AIDS. TEACHERS SHOULD BE TECHNICALLY COMPETENT AND HAVE INDUSTRIAL EXPERIENCE. STUDENTS SHOULD -- (1) BE PROFICIENT IN MATHEMATICS, BASIC PHYSICS, AND CHEMISTRY, (2) UNDERSTAND MATERIALS AND PROCESSES, (3) HAVE AN EXTENSIVE KNOWLEDGE OF CHEMICAL APPARATUS, AND (4) HAVE WELL-DEVELOPED COMMUNICATIONS SKILLS. ILLUSTRATIONS OF EQUIPMENT AND REPRESENTATIVE STUDENT EQUIPMENT LISTS ARE GIVEN. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.280--80031 FOR 75 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (EM)

VT 002 516 ED 012 337
INSTRUMENTATION TECHNOLOGY, A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM. TECHNICAL EDUCATIONAL PROGRAM SERIES, NUMBER 6.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80033
PUB DATE - 66 123P.

DESCRIPTORS - BIBLIOGRAPHIES; *CURRICULUM GUIDES; EDUCATIONAL FACILITIES; EQUIPMENT; INSTRUCTIONAL MATERIALS; *INSTRUMENTATION; *INSTRUMENTATION TECHNICIANS; *POST SECONDARY EDUCATION; PROGRAM DEVELOPMENT; *TECHNICAL EDUCATION
IDENTIFIERS - DISTRICT OF COLUMBIA; INSTRUMENT SOCIETY OF AMERICA

ABSTRACT - A 2-YEAR POST-SECONDARY CURRICULUM FOR TECHNICIANS IS PRESENTED. IT IS DESIGNED TO AID SCHOOL ADMINISTRATORS, SUPERVISORS, AND TEACHERS TO PLAN AND DEVELOP NEW PROGRAMS OR EVALUATE EXISTING PROGRAMS. IT WAS PREPARED PURSUANT TO A U.S. OFFICE OF EDUCATION CONTRACT BY THE INSTRUMENT SOCIETY OF AMERICA AFTER A NATIONAL SURVEY OF INSTRUMENTATION MANUFACTURERS, USERS, AND EDUCATIONAL INSTITUTIONS. A CURRICULUM, DESCRIPTION OF EACH COURSE, AND A DISCUSSION OF THE CONTENT RELATIONSHIPS ARE GIVEN. OUTLINES FOR EACH COURSE GIVE HOURS REQUIRED, A COURSE DESCRIPTION, MAJOR DIVISIONS, TEXTS, AND REFERENCES, AND VISUAL AIDS. THE SPECIALIZED NATURE OF THE CURRICULUM REQUIRES THAT THE TEACHERS HAVE SPECIAL COMPETENCIES BASED ON PROFICIENCY IN TECHNICAL SUBJECT MATTER AND INDUSTRIAL EXPERIENCE. IN GENERAL, STUDENTS ENTERING THE PROGRAM SHOULD HAVE COMPLETED 2 YEARS OF HIGH SCHOOL MATHEMATICS AND 1 YEAR OF PHYSICS OR THE EQUIVALENT. INFORMATION ON FACILITIES, EQUIPMENT, AND COSTS INCLUDES FLOORPLANS, AN EQUIPMENT LIST, AND A SUMMARY OF COSTS. AN EXTENSIVE BIBLIOGRAPHY OF SUGGESTED TEXTS AND REFERENCES IS INCLUDED. THE APPENDIX CONTAINS A LIST AND DESCRIPTION OF RELATED ORGANIZATIONS AND SOCIETIES, A GUIDE FOR REPORT WRITING, AND SAMPLE INSTRUCTIONAL MATERIALS. THIS DOCUMENT IS ALSO AVAILABLE AS FS 5.280--80033 FROM THE SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402, FOR $0.75 (EM)

VT 002 565 ED 012 372
RONEY, MAURICE W.
ELECTROMECHANICAL TECHNOLOGY, AN ELECTROMECHANICAL TECHNOLOGY CURRICULUM. PART II .

OKLAHOMA STATE UNIV., STILLWATER. SCHOOL OF INDUSTRIAL EDUCATION
OEC-6-85-057 08
BR-5-0158
PUB DATE - NOV66 99P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; *ELECTROMECHANICAL TECHNICIANS; TECHNICAL EDUCATION; *ELECTROMECHANICAL TECHNOLOGY; PROGRAM PLANNING; *CURRICULUM DEVELOPMENT

ABSTRACT - THIS CURRICULUM GUIDE IS THE RESULT OF A NATIONWIDE STUDY REPORTED IN "ELECTRO-MECHANICAL TECHNOLOGY, PART I" (ED 012 372), OF SELECTED TECHNICAL OCCUPATIONS IN INDUSTRY. IT IS FOR ADMINISTRATOR USE IN PLANNING EXPANDED POST-SECONDARY INSTITUTIONAL SERVICES IN NEW AND EMERGING OCCUPATIONAL FIELDS AND WAS DEVELOPED THROUGH THE CONTRIBUTIONS OF A PANEL OF INDUSTRIAL

AND EDUCATIONAL CONSULTANTS. THE PURPOSE OF THE PROGRAM IS TO PREPARE PERSONS FOR EMERGING OCCUPATIONS IN WHICH A KNOWLEDGE OF THE INTERRELATIONSHIP OF ELECTRONIC AND MECHANICAL PHENOMENA IN SYSTEMS AND DEVICES IS MANDATORY. THE TOPIC OUTLINE OF THE SUBJECT MATTER FOR THE ELECTROMECHANICAL TECHNOLOGY CURRICULUM IS PLANNED FOR FOUR SEMESTERS AND A TOTAL OF 70 SEMESTER CREDIT HOURS OF COURSE WORK. THE ADDITION OF AN OPTIONAL SUMMER AND A PRETECHNOLOGY TERM WOULD EXTEND THE PROGRAM TO 94 SEMESTER CREDIT HOURS. THE SUBJECT MATTER AREAS ARE: (1) ELECTROMECHANICS, (2) ELECTRIC-ELECTRONICS, (3) MECHANICS, (4) MATHEMATICS, (5) SCIENCE, (6) COMMUNICATION SKILLS, AND (7) ECONOMICS. THE ENTRANCE LEVEL FOR THE PROGRAM SHOULD BE HIGH SCHOOL GRADUATION WITH MATHEMATICS THROUGH TRIGONOMETRY, A LABORATORY SCIENCE, AND MECHANICAL DRAWING AS PREREQUISITES. TEACHERS IN THE PROGRAM MUST HAVE UP-TO-DATE INDUSTRIAL EXPERIENCE AND WILL NEED EXTRA TIME FOR PREPARATION AND LESSON PLANNING AS TEXT AND LABORATORY MATERIALS ARE NOT NOW AVAILABLE. TEACHER EDUCATION PROGRAMS MUST BE CONDUCTED TO FAMILIARIZE TEACHERS WITH THE COORDINATED TEACHING IN THE INTERDISCIPLINARY PROGRAM. (HC)

VT 002 595
INDUSTRIAL COOPERATIVE TRAINING, COORDINATOR'S MANUAL.

NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. TRADE AND INDUSTRIAL EDUCATION.
T.I.E. SERIES NO. 2.
PUB DATE - JUN66 100P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; HEALTH OCCUPATIONS EDUCATION; *PROGRAM GUIDES; *COOPERATIVE PROGRAMS; PROGRAM PLANNING; ADMINISTRATIVE ORGANIZATION; SCHOOL INDUSTRY RELATIONSHIP; *PROGRAM DEVELOPMENT; WORK EXPERIENCE; COORDINATORS; TEACHING METHODS; RECORDS (FORMS); TEACHER CERTIFICATION

ABSTRACT - INDUSTRIAL COOPERATIVE TRAINING (ICT) IS A JOINT EFFORT OF EDUCATORS AND EMPLOYERS TO PROVIDE ON-THE-JOB TRAINING FOR HIGH SCHOOL JUNIORS AND SENIORS IN OCCUPATIONAL AREAS OF THEIR CHOICE. THIS MANUAL IS PREPARED ESPECIALLY AS A GUIDE FOR COORDINATORS AND ADMINISTRATORS OF ICT FOR HIGH SCHOOLS OF NORTH CAROLINA. SECTIONS INCLUDE: (1) ADVANTAGES OF ICT, (2) CONSIDERATIONS FOR PERSONS ABOUT TO ENTER A TRAINING PROGRAM, (3) REGULATIONS, (4) PROCEDURE FOR ORGANIZING AND DEVELOPING A TRAINING PROGRAM, (5) ADMINISTRATIVE PROCEDURES, (6) PROGRAM AND JOB ORIENTATION FOR STUDENTS AND PARENTS, (7) SELECTED TRAINING AGENCIES, (8) STUDENT SELECTION AND ENROLLMENT, (9) PLACING STUDENTS ON THE JOB, (10) COORDINATING ON-THE-JOB TRAINING, (11) CLASSROOM WORK IN THE ICT PROGRAM, (12) COORDINATOR'S RECORDS AND REPORTS, (13) PROGRAM EVALUATION, AND (14) CERTIFICATION REQUIREMENTS. APPENDED ARE SAMPLE FORMS AND A LIST OF REFERENCE MATERIALS THE COORDINATOR SHOULD HAVE ON HAND. (JK)

VT 002 608
ALLEN, DELL K.
LABORATORY MANUAL FOR EXPERIMENTAL METAL-CUTTING AND MACHINE-TOOL EVALUATION.

BRIGHAM YOUNG UNIVERSITY BOOKSTORE, BRIGHAM YOUNG UNIVERSITY, PROVO, UTAH 84601 ($2.70).
PUB DATE - 65 56P.

DESCRIPTORS - *LABORATORY EXPERIMENTS; LABORATORY MANUALS; *MACHINE TOOLS; INDUSTRIAL TECHNOLOGY; TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; *METAL INDUSTRY; METALS; MANUFACTURING INDUSTRY; *PROBLEM SETS
IDENTIFIERS - *EXPERIMENTAL METAL CUTTING; MACHINE TOOL EVALUATION

ABSTRACT - THIS LABORATORY MANUAL FOR STUDENT USE IN UNDERSTANDING SCIENTIFIC PROCEDURES AND TECHNIQUES IN THE STUDY OF METAL CUTTING AND MACHINE TOOL CAPABILITIES INCLUDES EIGHT LABORATORY EXPERIMENTS AND SEVEN PROBLEM SETS. OBJECTIVES, INTRODUCTION, REFERENCES, MATERIALS, APPARATUS, AND PROCEDURE ARE INCLUDED FOR EACH EXPERIMENT AND SUPPLEMENTARY MATERIAL IS FOOTNOTED IN THE EXPERIMENT OR PROBLEMS WHEN NEEDED. THE MATERIAL SHOULD BE TAUGHT BY A COMPETENT MANUFACTURING TECHNOLOGY INSTRUCTOR TO COLLEGE STUDENTS OF JUNIOR STANDING IN EIGHT LABORATORY PERIODS OF A 15-WEEK SEMESTER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND CHARTS. (CR)

VT 002 612
MULDER, J.M., AND OTHERS
RADIO AND TELEVISION SERVICING.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
FILE-1497
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY ALABAMA 35486 ($2.25).
PUB DATE - JUL67 140P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TELEVISION REPAIRMEN; *RADIO; TELEVISION; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION

ABSTRACT - THIS GUIDE IS FOR 11TH AND 12TH GRADE STUDENT USE IN STUDYING RADIO AND TELEVISION REPAIR IN HIGH SCHOOL COOPERATIVE EDUCATION PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TRADE AND INDUSTRIAL EDUCATION COORDINATORS AND DESIGNED BY SUBJECT MATTER SPECIALISTS AND TEACHER EDUCATORS FROM STUDY GUIDES ORIGINALLY PRODUCED IN SEPARATE VOLUMES FOR RADIO AND TELEVISION. THE PURPOSE OF THE MANUAL IS TO SERVE AS A RECORD OF PROGRESS FOR THE ON-THE-JOB TRAINING AND TO DIRECT THE STUDY OF JOB-RELATED INFORMATION. THE UNITS OF STUDY ARE (1) BASIC ELECTRICITY AND ELECTRONICS, (2) RADIO, AND (3) TELEVISION. EACH UNIT CONTAINS ASSIGNMENT SHEETS WITH STUDY QUESTIONS AND REFERENCES KEYED TO A BIBLIOGRAPHY. THE QUESTIONS ARE DESIGNED TO TEACH THE STUDENT HOW TO STUDY THE LITERATURE PERTAINING TO HIS OCCUPATION. ADDITIONAL INFORMATION IS PROVIDED IN SEVEN SHEETS ON TOPICS SUCH AS THE ELECTRON THEORY, TRANSISTOR THEORY, AND

THE COLOR TELEVISION SYSTEM. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS, UNDER CERTIFIED TEACHER SUPERVISION FOR 2 YEARS OR 360 HOURS. THE MIMEOGRAPHED DOCUMENT CONTAINS A TRADE ANALYSIS AND PROGRESS RECORD, A BIBLIOGRAPHY, AND SUPPLEMENTARY REFERENCES. (HC)

VT 002 640
HANDBOOK FOR SCHOOL BUS DRIVERS . BULLETIN 649.

TEXAS EDUCATION AGENCY, AUSTIN
PUB DATE - 64 53P.

DESCRIPTORS - *MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *DRIVER EDUCATION; *BUS DRIVERS; SCHOOL BUSES; ADULT VOCATIONAL EDUCATION

ABSTRACT - THE MAIN PURPOSE OF THIS HANDBOOK IS TO RECOMMEND PRACTICES WHICH SHOULD RESULT IN MORE EFFICIENT AND SAFE SCHOOL BUS OPERATION. IT IS FOR USE BY SCHOOL ADMINISTRATORS AND DRIVERS. MAJOR TOPICS ARE: (1) QUALIFICATIONS OF THE BUS DRIVER, (2) IMPROVING BUS DRIVER PERFORMANCE, (3) WHAT SCHOOL BUS DRIVERS MAY EXPECT FROM OTHERS, (4) TRAFFIC SIGNS, (5) PREPARING FOR THE DAY'S RUN, (6) SAFE STOP FOR LOADING AND UNLOADING, (7) SOME FACTS ABOUT SCHOOL BUS ACCIDENTS, (8) THREE CAUSES OF ACCIDENTS, (9) A DEFENSIVE DRIVER, (10) READINESS FOR EMERGENCIES, AND (11) CERTAIN LEGAL PROVISIONS WHICH APPLY TO SCHOOL BUS DRIVERS. ALSO GIVEN IS A SELF ADMINISTERED PERFORMANCE CHECK SHEET AND AN INDEX TO RELEVANT SECTIONS OF VERNON'S CIVIL STATUTES AND PENAL CODE OF TEXAS. (EM)

VT 002 644
BUSINESS TECHNOLOGY, PRINTING MANAGEMENT.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH
PUB DATE - 1FEB66 14P.

DESCRIPTORS - *CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; *PRINTING; POST SECONDARY EDUCATION; *MANAGEMENT
IDENTIFIERS - PRINTING MANAGEMENT TECHNICIANS

ABSTRACT - THE PRINTING MANAGEMENT CURRICULUM WAS DESIGNED FOR USE IN TECHNICAL INSTITUTES AND COMMUNITY COLLEGES TO PREPARE THE STUDENT FOR INITIAL EMPLOYMENT, USUALLY IN THE CATEGORY OF TRAINEE OR ASSISTANT, IN THE MANAGEMENT OFFICES. THE PRINTING MANAGEMENT TECHNICIAN IS INVOLVED IN THE HANDLING OF CUSTOMER INQUIRIES AND OTHER FRONT OFFICE OPERATIONS SUCH AS COST, PRODUCTION, AND INVENTORY ESTIMATION, SCHEDULING, CONTROL, AND RECORDKEEPING. THE MATERIAL WAS DEVELOPED BY A CURRICULUM COMMITTEE ON PRINTING MANAGEMENT AT THE STATE LEVEL AND THE TENTATIVE GUIDE WAS EVALUATED BY A COMMITTEE AND INSTRUCTORS AND DEVELOPED MORE FULLY TO INCORPORATE TEACHER SUGGESTIONS. A 6-QUARTER CURRICULUM FOR A TOTAL OF 98 QUARTER HOURS AND 10 HOURS OF SUGGESTED ELECTIVES IS LISTED WITH COURSE DESCRIPTION BY QUARTERS. SOME COURSES ARE (1) GRAMMAR, (2) BUSINESS MATHEMATICS, (3) PRINTING PROCESSES, (4) PAPER TECHNOLOGY, (5) COPY PREPARATION, (6) LITHOGRAPHY, (7) ESTIMATING, (8) PLANT MANAGEMENT, (9) APPLIEDPSYCHOLOGY, (10) ECONOMICS, AND (11) PRINCIPLES OF SUPERVISION. THE TEACHER SHOULD HAVE A MAJOR IN PRINTING MANAGEMENT AND EXPERIENCE IN THE FIELD. (PS)

VT 002 645
CIVIL ENGINEERING TECHNOLOGY; MAP DRAFTING AND RELATED COMPUTATIONS, FIELD BOOK.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457.
PUB DATE - 65 164P.

DESCRIPTORS - *MAP SKILLS; *CIVIL ENGINEERING; ENGINEERING TECHNOLOGY; ENGINEERING DRAWING; *MATHEMATICAL APPLICATIONS; TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; INSTRUCTIONAL MATERIALS; CURRICULUM
IDENTIFIERS - *FIELD BOOK; MAP DRAFTING

ABSTRACT - THIS FIELD BOOK CONTAINS HAND-LETTERED PLATE NOTES TO BE USED WITH MAPPING PLATE ASSIGNMENTS CONTAINED IN VT 002 656, ALSO IN THIS ISSUE. A CHART SHOWING DISTANCES FROM SIDE STAKES FOR CROSS SECTIONING AND A TABLE FOR COMPUTING TRIGONOMETRIC FORMULAS ARE APPENDED. (GR)

VT 002 656
CIVIL ENGINEERING TECHNOLOGY; MAP DRAFTING AND RELATED COMPUTATIONS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457.
PUB DATE - 65 108P.

DESCRIPTORS - *CIVIL ENGINEERING; ENGINEERING TECHNOLOGY; *DRAFTING; ENGINEERING DRAWING; MATHEMATICAL APPLICATIONS; TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; INSTRUCTIONAL MATERIALS; *MAP SKILLS; CURRICULUM
IDENTIFIERS - *MAP DRAFTING

ABSTRACT - THIS CURRICULUM GUIDE WILL ACQUAINT THE CIVIL ENGINEERING TECHNOLOGY STUDENT WITH PLANE SURVEYING, GIVING HIM A WORKING PRACTICAL KNOWLEDGE OF THE DRAWINGS AND RELATED CALCULATIONS NEEDED FOR MAP DRAFTING AND MAP PLOTTING. AFTER PRESENTING BASIC INFORMATION, SECTIONS DISCUSS FIXED LINE DIRECTION AND DESCRIPTION, ANGLE PLOTTING, TRAVERSE PLOTTING, LATITUDES AND DEPARTURES, CALCULATION OF AREAS, ROUTE SURVEYS WITH CIRCULAR CURVES, TOPOGRAPHIC MAPS, PROFILES AND CROSS SECTIONS, AREA MAPS, AND REPRODUCTION OF DRAWINGS. THE FINAL SECTION CONSISTS OF 14 MAPPING PLATE ASSIGNMENTS BASED ON REFERENCES TO PRECEDING SECTIONS AND ON NOTES INCLUDED IN THE FIELD BOOK (VT 002 645, ALSO IN THIS ISSUE) THAT SHOULD BE USED WITH THIS DOCUMENT. (GR)

VT 002 658
TRADE PREPARATORY TRAINING CURRICULUM GUIDE, COMMERCIAL COOKING AND BAKING 1 AND 2, COURSE NO. 781.1 AND 781.2.

NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. TRADE AND INDUSTRIAL EDUCATION.
T.I.E. SERIES NO. 68
PUB DATE - JUL66 28P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; TRADE AND INDUSTRIAL EDUCATION; FOOD SERVICE INDUSTRY; *FOOD SERVICE OCCUPATIONS; *FOODS INSTRUCTION; *COOKS; RESOURCE MATERIALS; AUDIOVISUAL AIDS; VISUAL AIDS

ABSTRACT - DESIGNED TO ASSIST THE TEACHER OF COMMERCIAL COOKING AND BAKING, THIS CURRICULUM GUIDE PROVIDES AN OUTLINE OF SUBJECT MATERIAL TO BE COVERED IN 2 YEARS OR 1,080 HOURS. CONTENT, TEACHING METHODS, AND INFORMATION AND SKILLS TO BE TAUGHT ARE OUTLINED FOR UNITS ON SALAD, VEGETABLE, AND MAIN DISH PREPARATION IN THE FIRST YEAR, AND BAKING AND FOODS MANAGEMENT IN THE SECOND YEAR. APPENDED ARE LISTINGS OF TEXTBOOKS, MANUALS, CHARTS, FILMS, AND BULLETINS AND PAMPHLETS. (GR)

VT 002 659
TRADE PREPARATORY TRAINING CURRICULUM GUIDE, TAILORING 1 AND 2, COURSE NO. 788.1 AND 788.2.

NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. TRADE AND INDUSTRIAL EDUCATION
T.I.E. SERIES NO. 67
PUB DATE - JUL66 22P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STATE CURRICULUM GUIDES; *TEACHING GUIDES; COURSE CONTENT
IDENTIFIERS - *TAILORING

ABSTRACT - TRADE AND INDUSTRIAL EDUCATION TEACHERS SERVED ON THE COMMITTEE HELPING TO DEVELOP THIS CURRICULUM GUIDE CONTAINING FIRST AND SECOND YEAR COURSE OUTLINES FOR TAILORING. THE TEACHER IS GIVEN AN OUTLINE OF BASIC SUBJECT CONTENT AS WELL AS SUGGESTIONS FOR TEACHING METHODS AND AIDS. A LIST OF REFERENCES IS INCLUDED. (GR)

VT 002 660
TRADE PREPARATORY TRAINING CURRICULUM GUIDE, MARINEOLOGY, COURSE NO. 784.1 AND 784.2.

NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. TRADE AND INDUSTRIAL EDUCATION
T.I.E. SERIES NO. 86
PUB DATE - NOV66 17P.

DESCRIPTORS - *CURRICULUM GUIDES; TRADE AND INDUSTRIAL EDUCATION; *MARINE TECHNICIANS; TECHNICAL EDUCATION; *BOATMEN; NAVIGATION; SEMISKILLED WORKERS
IDENTIFIERS - *MARINEOLOGY

ABSTRACT - DESIGNED FOR HIGH SCHOOL STUDENTS INTERESTED IN SEAMANSHIP EITHER AS A VOCATION OR AN AVOCATION, THIS CURRICULUM GUIDE PROVIDES AN OUTLINE OF SUBJECT MATERIAL FOR A MARINEOLOGY COURSE COVERING 1 OR 2 YEARS. UNITS OUTLINE CONTENT, TEACHING METHODS, AND INFORMATION AND SKILLS TO BE TAUGHT. THE RECOMMENDED TEXT FOR THE COURSE IS "PILOTING, SEAMANSHIP, AND SMALL BOAT HANDLING," BY CHARLES F. CHAPMAN, FROM WHICH THIS COURSE OUTLINE WAS TAKEN. (GR)

VT 002 661
TRADE PREPARATORY TRAINING CURRICULUM GUIDE, GRAPHICS AND INDUSTRIAL COMMUNICATIONS 1 AND 2, COURSE NO. 786.3 AND 786.4.

NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. TRADE AND INDUSTRIAL EDUCATION
T.I.E. SERIES NO. 81
PUB DATE - JUL66 24P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STATE CURRICULUM GUIDES; *TEACHING GUIDES; COURSE OBJECTIVES; COURSE DESCRIPTIONS; *GRAPHIC ARTS; *COMMUNICATIONS

ABSTRACT - THIS CURRICULUM GUIDE, PREPARED BY A CURRICULUM GUIDE COMMITTEE, PROVIDES A GENERAL OUTLINE OF SUBJECT MATERIAL TO ASSIST THE TRADE AND INDUSTRIAL EDUCATION TEACHER IN PLANNING TWO COURSES OF GRAPHICS AND INDUSTRIAL COMMUNICATIONS AT THE SECONDARY LEVEL. CONTENT, INFORMATION AND SKILLS TO BE TAUGHT, AND TEACHING METHODS ARE OUTLINED FOR UNITS COVERING: (1) LAYOUT, (2) COMPOSITION, (3) PROOFING, (4) CAMERA USE, (5) PREPARATION FOR PRESS, (6) PRESS WORK, (7) SAFETY, (8) EMPLOYMENT, AND (9) LEGAL RESTRICTIONS ON COPYING. RESOURCE INFORMATION INCLUDES A BIBLIOGRAPHY AND A SUGGESTED EQUIPMENT LIST. (GR)

VT 002 685
TRADE PREPARATORY TRAINING PLANNING GUIDE, CARPENTRY.

NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. TRADE AND INDUSTRIAL EDUCATION
T.I.E. SERIES NO. 11
PUB DATE - JUN65 18P.

DESCRIPTORS - *BUILDING TRADES; TRADE AND INDUSTRIAL EDUCATION; CARPENTERS; *FACILITY GUIDELINES; *ADMINISTRATOR GUIDES; PHYSICAL FACILITIES; *EDUCATIONAL PLANNING

ABSTRACT - DEVELOPED TO AID SCHOOL ADMINISTRATORS IN PLANNING FACILITIES FOR CONDUCTING TRADE PREPARATORY CLASSES IN CARPENTRY, THIS PLANNING GUIDE CONTAINS: (1) AN INTRODUCTION TO CARPENTRY, (2) COURSE OBJECTIVES, (3) COURSE ADMISSION REQUIREMENTS, (4) LABORATORY AND PHYSICAL FACILITIES, (5) SUGGESTED CARPENTRY SHOP LAYOUT, (6) SUGGESTED COURSE OUTLINE, (7) TOOL AND EQUIPMENT LIST, (8) RECOMMENDED SUPPLY LIST, AND (9) RECOMMENDED TEXTS AND REFERENCE MATERIALS LIST. (GR)

VT 002 687
A BASIC PLAN FOR THE ORGANIZATION AND

MANAGEMENT OF INSTRUCTION IN VOCATIONAL BRICKLAYING.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($1.00).
PUB DATE - SEP67 32P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; HIGH SCHOOLS; *BRICKLAYERS; CURRICULUM DEVELOPMENT

ABSTRACT - THIS PLANNING GUIDE IS FOR TEACHER USE IN PLANNING A COURSE AND DEVELOPING INSTRUCTIONAL MATERIALS FOR TRADE PREPARATORY BRICKLAYING IN THE SECONDARY SCHOOLS. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE OF TRADE INSTRUCTORS BY IDENTIFYING THE MAJOR SEGMENTS OF THE TRADE AND GROUPING THE BASIC MANIPULATIVE TASKS AND INFORMATION NECESSARY FOR INTELLIGENT JOB PERFORMANCE INTO INSTRUCTIONAL BLOCKS. THIS PRELIMINARY DRAFT IS TO BE REVIEWED BY INSTRUCTORS AND AN INDUSTRIAL COMMITTEE, AND REVISIONS SUGGESTED WILL BE INCORPORATED INTO THE PUBLISHED FORM. THE COURSE OBJECTIVE IS TO DEVELOP KNOWLEDGES AND SKILLS THAT PREPARE THE TRAINEE FOR ENTRY INTO THE TRADE AT A BEGINNER'S LEVEL. THE ANALYSIS OF OPERATIONS AND RELATED INSTRUCTION ARE OUTLINED IN 16 INSTRUCTIONAL BLOCKS, SOME OF WHICH ARE (1) AMERICAN BOND WALL, (2) CONCRETE BLOCKS, (3) BRICK PATTERNS, (4) CHIMNEYS, (5) TERRA COTTA TILE, AND (6) ARCHES. THE SUGGESTED NUMBER OF HOURS ASSIGNED TO EACH BLOCK INDICATES THE RELATIVE AMOUNT OF EMPHASIS ON EACH AREA IN ITS RELATION TO THE TOTAL 1,080-HOUR TRAINING PERIOD. THE TEACHER SHOULD BE TRADE COMPETENT WITH TEACHING SKILLS, AND THE STUDENTS SHOULD BE THOSE WHO WANT, NEED, AND ARE ABLE TO PROFIT FROM THE TRAINING. SELECTING STUDENTS SHOULD INCLUDE TESTING, EXAMINING, SCHOOL RECORDS, AND INTERVIEWING. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF RECOMMENDED TESTS, SUGGESTED REFERENCE BOOKS, EQUIPMENT, AND TOOLS AND SUPPLIES. (HC)

VT 002 761
MENCONI, JOSEPH, W.; O'CONNELL, JOHN A.
AUTO MECHANICS, PART I, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITAL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 66 117P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; AUTO MECHANICS

ABSTRACT - THE TECHNICAL INFORMATION IN THIS STUDY GUIDE WAS PLANNED UNDER THE DIRECTION OF THE STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE AUTOMOTIVE TRADES AND WRITTEN BY TWO AUTO MECHANICS INSTRUCTORS FOR USE AS RELATED CLASSROOM INSTRUCTION IN THE AUTO MECHANICS APPRENTICE TRAINING PROGRAM. THE UNITS ARE (1) THE APPRENTICE AND HIS TRADE, (2) MATHEMATICS FOR AUTO MECHANICS, (3) TOOLS OF THE TRADE, (4) PETROLEUM--GENERAL LUBRICATION, (5) FRAMES, SPRINGS, AND SUSPENSION SYSTEMS, (6) TIRES, WHEELS, AND STEERING SYSTEMS, AND (7) BRAKES. THE UNITS ARE DIVIDED INTO TOPIC ASSIGNMENTS. EACH TOPIC HAS AN ASSIGNMENT FROM REFERENCE BOOKS, AN INTRODUCTION, A SECTION OF RELATED INFORMATION, AND A LIST OF CHECKUP QUESTIONS FOR STUDENT SELF-EVALUATION. IN ADDITION, TOPICS IN THE APPRENTICE AND HIS TRADE INCLUDE GROUP DISCUSSION QUESTIONS, AND TOPICS IN MATHEMATICS FOR AUTO MECHANICS INCLUDE PROBLEM SOLVING WORK ASSIGNMENTS. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. LINE-DRAWING AND PHOTOGRAPHIC ILLUSTRATIONS ARE INCLUDED IN CERTAIN TOPICS. A LIST OF REQUIRED AND RECOMMENDED INSTRUCTIONAL MATERIALS CONTAINS BOOKS, BULLETINS, AND FILMS. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTOR. AUTO MECHANICS, PART 4 (VT 002 990) IS ALSO AVAILABLE. (HC)

VT 002 762 ED 013 934
BATES, NEIL W. , AND OTHERS
GLAZING WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
PUB DATE - 67 347P.

DESCRIPTORS - *APPRENTICESHIPS; GLASS; *GLAZIERS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE TECHNICAL INFORMATION IN THIS STUDY GUIDE WAS PLANNED AND WRITTEN UNDER THE DIRECTION OF THE STATE EDUCATIONAL COMMITTEE FOR THE GLAZING TRADE FOR USE AS RELATED CLASSROOM INSTRUCTION IN THE GLAZING APPRENTICE TRAINING PROGRAM. THE UNITS ARE (1) THE APPRENTICE GLAZIER AND HIS TRADE, (2) BASIC MATHEMATICS, (3) APPLIED MATHEMATICS, (4) BLUEPRINT READING AND SKETCHING, (5) TOOLS AND EQUIPMENT, (6) MATERIALS, (7) GLASS PROCESSING, (8) INSTALLATION, (9) SUSPENDED GLAZING, AND (10) SPECIAL JOBS. TOPIC ASSIGNMENTS WITHIN EACH UNIT HAVE AN INTRODUCTION OF BACKGROUND INFORMATION AND AN OUTLINE OF MAJOR POINTS IN QUESTION FORM, A SECTION OF RELATED INFORMATION, A STUDY ASSIGNMENT FROM SUPPLEMENTARY MATERIALS, A STUDY GUIDE OF EXERCISES TO BE COMPLETED, AND A CHECKUP TEST OF TRUE-FALSE QUESTIONS FOR STUDENT SELF-EVALUATION. A RECORD OF TOPICS COMPLETED MAY BE KEPT IN THE STUDY GUIDE INDEX. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. THE TOPICS CONTAIN DETAIL CONSTRUCTION DRAWINGS AND PHOTOGRAPHIC AND LINE-DRAWING ILLUSTRATIONS. A GLOSSARY OF TERMS AND A LIST OF REQUIRED AND RECOMMENDED INSTRUCTIONAL MATERIALS SUCH AS REFERENCE BOOKS, CATALOGS, BROCHURES, AND INSTALLATION MANUALS ARE INCLUDED. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTOR. THIS DOCUMENT IS AVAILABLE FOR $3.00 FROM BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814. (HC)

VT 002 763
WRAY, JOHN D., AND OTHERS
SCHOOL FOOD SERVICE SANITATION, A MANUAL FOR SCHOOL FOOD SERVICE EMPLOYEES.

NORTH CAROLINA STATE BOARD OF HEALTH, RALEIGH. SANITARY ENGINEERING DIV.
NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. SCHOOL FOOD SERVICE
PUB DATE - APR66 44P.

DESCRIPTORS - *SANITATION; PUBLIC HEALTH; HYGIENE; *OCCUPATIONAL HOME ECONOMICS; *SUPPLEMENTARY TEXTBOOKS; *FOOD SERVICE WORKERS; FACILITY GUIDELINES; ADULT VOCATIONAL EDUCATION; LUNCH PROGRAMS; *FOOD SERVICE OCCUPATIONS

ABSTRACT - ALTHOUGH THIS PUBLICATION IS A TEACHING TEXT, IT CAN BE USED ALSO AS A REFERENCE MANUAL IN PROMOTING BETTER UNDERSTANDING AND PRACTICE OF THE PRINCIPLES OF SANITATION IN THE SCHOOL FOOD SERVICE PROGRAM. JOINTLY PREPARED BY STAFF MEMBERS FROM THE STATE BOARD OF HEALTH AND THE STATE DEPARTMENT OF PUBLIC INSTRUCTION IN NORTH CAROLINA, THE BASIC PURPOSES ARE TO PROVIDE INFORMATION ON SOME BASIC CONCEPTS OF SANITATION, TO FURNISH SOME GUIDELINES FOR SERVING SAFER MEALS, AND TO EXPLAIN THE ROLE OF HEALTH OFFICIALS IN FOOD SERVICE SANITATION. CONTENTS ARE: (1) THE NATURE OF GERMS AND HOW TO FIGHT THEM, (2) THE FOOD SERVICE EMPLOYEE, (3) FOODHANDLING AND SANITATION PRACTICES, AND (4) THE ROLE OF THE SANITARIAN. A CHECK SHEET FOR EVALUATING THE FOOD SERVICE MANAGER AND PERSONNEL IS ALSO INCLUDED. (MS)

VT 002 779 ED 013 936
HILLINGER, YVONNE M.
POWER SEWING.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
PUB DATE - OCT67 270P.

DESCRIPTORS - *DEAF EDUCATION; *SEWING INSTRUCTION; *SEWING MACHINE OPERATORS; SPECIAL EDUCATION; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - ALTHOUGH THE PRIMARY PURPOSE OF THIS STUDY GUIDE IS TO PROVIDE A TEXT IN POWER SEWING FOR DEAF PUPILS, IT CAN ALSO BE USED FOR STUDENTS WITH READING OR LEARNING DIFFICULTIES. DEVELOPED BY AN INSTRUCTOR WITH FACULTY HELP, THE TEXT FOLLOWS A COURSE OF STUDY APPROVED BY THE BOARD OF EDUCATION AND HAS BEEN TESTED IN VARIOUS CLASSROOMS. UNITS ARE -- (1) LET US LEARN ABOUT THE POWER SEWING MACHINE, (2) THE SINGLE-NEEDLE LOCKSTITCH MACHINE, (3) PRIMARY SEWING OPERATIONS, (4) SINGLE NEEDLE SEWING PROJECTS, (5) THE ZIG-ZAG MACHINE, (6) THE TWO-NEEDLE LOCKSTITCH MACHINE, (7) SPECIAL MACHINES, AND (8) MISCELLANEOUS. THE TEXT IS ILLUSTRATED WITH CARTOONS AND DRAWINGS, AND THE INSTRUCTIONS AND INFORMATION ARE IN SIMPLE LANGUAGE. TERMS OR NEW WORDS ARE DEFINED AND WRITTEN PHONETICALLY FOR EASE IN PRONUNCIATION. MOST TESTS ARE OF PRACTICAL NATURE, ASKING THE STUDENTS TO PERFORM WHAT THEY HAVE LEARNED. SAFETY IS EMPHASIZED, AND THE DEVELOPMENT OF BASIC SKILLS IS STRESSED FOR THIS COURSE WHICH IS RECOMMENDED FOR 10 - 15 PERIODS PER WEEK FOR 1 YEAR. THE TEACHER SHOULD BE CERTIFIED IN THE NEEDLE TRADES. THE STUDENTS ARE SELECTED FROM AMONG THOSE WHO ARE DEAF OR HAVE READING OR LANGUAGE DIFFICULTIES. A POWER SEWING SHOP WOULD BE REQUIRED. THIS DOCUMENT IS AVAILABLE FOR $2.00 FROM VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903. (MS)

VT 002 782 ED 013 329
A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL RADIO AND TELEVISION.

MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON.
PUB DATE - MAY67 49P.

DESCRIPTORS - *CURRICULUM GUIDES; ELECTRONICS; GRADE 11; GRADE 12; *RADIO; *TELEVISION; *TELEVISION REPAIRMEN; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - DESIGNED BY A CURRICULUM COMMITTEE OF INSTRUCTORS AND TRADESMEN, THIS CURRICULUM GUIDE WAS PREPARED AFTER AN ANALYSIS OF THE TRADE BY DEFINING BLOCKS OF KNOWLEDGE, OPERATIONS, ON-THE-JOB ACTIVITIES, INFORMATIONAL UNITS, EQUIPMENT, TOOLS, AND SUPPLIES NECESSARY FOR TRAINING. THE GUIDE IS FOR USE AS A STARTING POINT FOR PLANNING, PREPARING, PRESENTING, AND EVALUATING INSTRUCTION. THE INSTRUCTIONAL BLOCKS OF -- (1) FUNDAMENTALS OF ELECTRONICS, (2) RADIO, (3) BLACK AND WHITE TELEVISION, AND (4) COLOR TELEVISION ARE INTENDED TO HELP THE TRAINEE DEVELOP KNOWLEDGE AND SKILLS NEEDED AT THE BEGINNER'S LEVEL AS A RADIO-TELEVISION REPAIRMAN. AN ANALYSIS OF OPERATIONS COMMON TO ALL INSTRUCTIONAL BLOCKS AND SUGGESTED JOBS AND RELATED SUBJECT MATTER FOR INDIVIDUAL BLOCKS ARE LISTED IN OUTLINE FORM. THE MATERIAL IS DESIGNED TO BE DEVELOPED INTO A 1,080-HOUR COURSE OF GROUP, SUBGROUP, AND INDIVIDUAL INSTRUCTION TAUGHT BY A TRADE INSTRUCTOR TO GRADE 11 AND GRADE 12 STUDENTS WHO HAVE MADE A VOCATIONAL COMMITMENT TO THE ELECTRONICS, RADIO, AND TELEVISION TRADE. THE STUDENTS SHOULD HAVE A GENERAL MECHANICAL AND ELECTRICAL APTITUDE AND HAVE HAD A COURSE IN GENERAL MATHEMATICS OR ALGEBRA. A LIST OF NECESSARY TRAINING EQUIPMENT IS PROVIDED. THE BIBLIOGRAPHY INCLUDES RECOMMENDED TEXTS AND SUGGESTED REFERENCES. THIS DOCUMENT IS AVAILABLE FOR $1.00 FROM CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762. (HC)

VT 002 783 ED 014 557
A GUIDE FOR USE IN DEVELOPING TRAINING PROGRAMS IN VOCATIONAL REFRIGERATION AND AIR CONDITIONING (DOMESTIC).

MISSISSIPPI STATE UNIV., STATE COLLEGE.
PUB DATE - FEB67 139P.

DESCRIPTORS - *AIR CONDITIONING; *CURRICULUM GUIDES; GRADE 11; GRADE 12; *REFRIGERATION; *REFRIGERATION MECHANICS; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE MATERIAL IN THIS CURRICULUM GUIDE WAS DEVELOPED TO HELP THE INSTRUCTOR TRAIN STUDENTS TO MEET THE ENTRY REQUIREMENTS FOR REFRIGERATION AND AIR CONDITIONING TRADESMEN. EXPERIENCED TEACHERS DETERMINED OBJECTIVES, DEVELOPED A JOB ANALYSIS, IDENTIFIED THE INSTRUCTIONAL CONTENT, SEQUENCED LEARNING EXPERIENCES, AND SELECTED PERTINENT LITERATURE. THE WORK WAS COMPILED, EDITED, AND EXTENDED BY THE STAFF OF THE CURRICULUM MATERIALS LABORATORY. MAJOR DIVISIONS ARE FUNDAMENTALS AND GENERAL SHOP, CONVENTIONAL DOMESTIC REFRIGERATION, AND RESIDENTIAL AIR CONDITIONING. TEACHING UNITS WITHIN DIVISIONS CONTAIN REFERENCES, TRADE KNOWLEDGE, JOB ASSIGNMENTS, SAFETY PRACTICES, TOOLS, EQUIPMENT, SUPPLIES, PROCEDURES, AND TIME ALLOTMENTS. THE 1,080-HOUR COURSE IS FOR GROUP INSTRUCTION TO GRADE 11 AND GRADE 12 STUDENTS WHO HAVE MADE A DEFINITE VOCATIONAL CHOICE. THE INSTRUCTOR SHOULD HAVE AT LEAST 2 YEARS TRADE EXPERIENCE BEYOND THE LEARNER'S LEVEL AND BROAD EXPERIENCE IN THE OCCUPATION. THE APPENDIX CONTAINS -- (1) RECOMMENDED TEXTS, (2) INSTRUCTOR'S REFERENCES, (3) THE JOB ANALYSIS, (4) AN EQUIPMENT LIST, (5) A BIBLIOGRAPHY, AND (6) OUTLINES OF RELATED BASIC MATHEMATICS, PHYSICS, AND CHEMISTRY TO BE TAUGHT. THIS DOCUMENT IS AVAILABLE FOR $2.00 FROM CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762. (HC)

VT 002 784 ED 014 558
DUTTER, RALPH , AND OTHERS
FLOOR COVERING--PART 1, RESILIENT COVERINGS. WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
PUB DATE - 65 194P.

DESCRIPTORS - APPRENTICESHIPS; *FLOORING; *FLOOR LAYERS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE INFORMATION IN THIS STUDY GUIDE WAS DEVELOPED FOR USE IN RELATED TECHNICAL INSTRUCTION IN APPRENTICE TRAINING FOR THE FLOOR COVERING TRADE. THE MATERIAL WAS WRITTEN BY TRADE INSTRUCTORS AND JOURNEYMEN UNDER THE DIRECTION AND COORDINATION OF THE STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE FLOOR COVERING TRADE AND OTHERS. THE UNITS ARE (1) INTRODUCTION TO THE TRADE, (2) MATERIALS OF THE TRADE, (3) BLUEPRINT READING AND ESTIMATING, (4) SURFACE PREPARATION, (5) TILE LAYOUT AND INSTALLATION, (6) SHEET GOODS, (7) COVING SHEET GOODS, (8) SPECIAL JOBS, AND (9) REPAIR AND MAINTENANCE. EACH IS EXPLAINED BY AN INTRODUCTORY STATEMENT AND DIVIDED INTO TOPICS WHICH CONTAIN AN ASSIGNMENT FROM A SUPPLEMENTARY TEXT OR PAMPHLET, AN INTRODUCTION, A SECTION OF RELATED INFORMATION, AND CHECKUP QUESTIONS FOR STUDENT SELF-EVALUATION. A RECORD OF STUDENT PROGRESS MAY BE KEPT IN THE STUDY GUIDE INDEX. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. LINE-DRAWING AND PHOTOGRAPHIC ILLUSTRATIONS ARE INCLUDED. A LIST OF SUPPLEMENTARY INSTRUCTIONAL MATERIALS INCLUDES FOUR RECOMMENDED BOOKS AND THREE FILMS. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO INSTRUCTORS. THIS DOCUMENT IS ALSO AVAILABLE FOR $2.25 FROM BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814. "FLOOR COVERING--PART 2, CARPETING," VT 002 992, IS ALSO AVAILABLE. (HC)

VT 002 785
GAUTHIER, AL, AND OTHERS
CABINETMAKING AND MILLWORK, PART 3, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPT. OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 66 122P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *CABINETMAKERS; *CABINETMAKING

ABSTRACT - THE INFORMATION IN THIS STUDY GUIDE WAS DEVELOPED FOR USE IN RELATED TECHNICAL INSTRUCTION IN THE CABINETMAKERS APPRENTICE TRAINING PROGRAM. THE MATERIAL WAS WRITTEN BY TWO CABINETMAKING AND MILLWORK INSTRUCTORS AND AN APPRENTICE TRAINING SPECIALIST UNDER THE DIRECTION AND ASSISTANCE OF THE CARPENTERS STATE EDUCATIONAL ADVISORY COMMITTEE AND AN EDUCATIONAL SUBCOMMITTEE. THE UNITS ARE (1) LUMBER AND VENEERS, (2) ADHESIVES, (3) PLASTIC LAMINATES, (4) POWER MACHINES, (5) CABINETS AND FIXTURES, (6) MILLWORK, AND (7) BLUEPRINT READING AND LAYOUT. EACH UNIT IS DIVIDED INTO TOPICS WHICH CONTAIN AN INTRODUCTION, A SECTION OF RELATED INFORMATION, AN ASSIGNMENT FROM SUPPLEMENTARY BOOKS, AND A SET OF CHECK-UP QUESTIONS FOR STUDENT SELF-EVALUATION. A RECORD OF STUDENT PROGRESS MAY BE KEPT IN THE STUDY GUIDE INDEX. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. LINE-DRAWING ILLUSTRATIONS ARE INCLUDED. A LIST OF SUPPLEMENTARY INSTRUCTIONAL MATERIALS INCLUDES SIX REQUIRED BOOKS AND TWO CLASSROOM LIBRARY BOOKS. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTOR. CABINETMAKING AND MILLWORK, PART 2, (VT 002 991) IS ALSO AVAILABLE. (HC)

VT 002 789 ED 013 331
A HANDBOOK FOR COORDINATORS OF PART-TIME COOPERATIVE TRAINING PROGRAMS IN TRADE AND INDUSTRIAL EDUCATION.

MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON.
MISSISSIPPI STATE UNIV., STATE COLLEGE.
PUB DATE - 64 191P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *COORDINATORS; EMPLOYERS; EVALUATION TECHNIQUES; HIGH SCHOOLS; PROGRAM DEVELOPMENT; *PROGRAM GUIDES; RECORDS (FORMS); STUDENT EVALUATION; STUDENT

PLACEMENT; TEACHING TECHNIQUES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - AS A SOURCE OF TECHNICAL INFORMATION, THIS HANDBOOK IS TO BE USED BY PROFESSIONALLY EDUCATED LOCAL COORDINATORS IN THE DEVELOPMENT AND OPERATION OF PROGRAMS IN SECONDARY SCHOOLS. THE ORIGINAL MATERIAL WAS DEVELOPED IN 1948 BY 25 COORDINATORS. IT WAS REVISED BY TRADE AND INDUSTRIAL EDUCATION TEACHER TRAINERS, COORDINATORS, AND STATE SUPERVISORY PERSONNEL IN 1954 AND 1958. SECTION ONE INCLUDES A SUMMARY OF MISSISSIPPI STATE PLAN, REPORT FORMS, LEGAL MATERIAL, AND OTHER INFORMATION NECESSARY FOR THE ADMINISTRATION AND OPERATION OF THE PROGRAMS. THE AREAS OF RESPONSIBILITIES AND DUTIES OF THE COORDINATOR AS THEY RELATE TO THE STUDENT, EMPLOYER, SCHOOL ADMINISTRATOR, PARENTS, AND THE COMMUNITY ARE DISCUSSED. SECTION TWO CONTAINS METHODS AND TECHNIQUES FOR CONDUCTING CLASSES IN DIRECTLY AND INDIRECTLY RELATED SUBJECTS, FOR CORRELATING CLASS INSTRUCTION WITH JOB EXPERIENCES, AND FOR EVALUATING THE STUDENT AND THE PROGRAM. INFORMATION ON SECURING AND USING REFERENCE MATERIALS, SUPPLIES, AND INSTRUCTIONAL AIDS, AND SUGGESTIONS FOR THE SELECTION AND LAYOUT OF THE NECESSARY PHYSICAL FACILITIES ARE GIVEN. THE DOCUMENT IS MIMEOGRAPHED. THIS DOCUMENT IS AVAILABLE FOR $4.00 FROM CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762. (HC)

VT 002 795   ED 014 559
WOLTJES, WILLIAM , AND OTHERS
ROOFING, PART 2. WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
PUB DATE -   67 255P.

DESCRIPTORS - *APPRENTICESHIPS; *ROOFERS; *ROOFING; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE TECHNICAL INFORMATION IN THIS STUDY GUIDE WAS PLANNED UNDER THE DIRECTION OF THE STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE ROOFING TRADE AND WRITTEN BY AN APPRENTICE TRAINING SPECIALIST AND OTHERS TO BE USED AS RELATED CLASSROOM INSTRUCTION IN THE APPRENTICE TRAINING PROGRAM FOR ROOFERS. THE UNITS INCLUDE (1) BUILT-UP ROOFING, DAMPPROOFING, AND WATERPROOFING, (2) COMPOSITION SHINGLING, (3) RIGID ROOFING, (4) BLUEPRINT READING, (5) ESTIMATING, AND (6) EXERCISES IN ESTIMATING. EACH UNIT IS DIVIDED INTO TOPIC ASSIGNMENTS. A TYPICAL TOPIC HAS AN INTRODUCTION OF BACKGROUND INFORMATION AND A LIST OF QUESTIONS TO BE ANSWERED, A SECTION OF RELATED MATERIAL, A REVIEW OF SAFETY RULES AND PRECAUTIONS, A STUDY ASSIGNMENT FROM A REFERENCE BOOK, A LIST OF QUESTIONS FOR GROUP DISCUSSION, A STUDY GUIDE OF EXERCISES TO BE COMPLETED, TRUE-FALSE QUESTIONS TO BE USED FOR STUDENT SELF-EVALUATION. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. PHOTOGRAPHIC AND LINE-DRAWING ILLUSTRATIONS AND SUPPLEMENTARY INSTRUCTIONAL MATERIALS ARE IN EACH TOPIC. SUPPLEMENTARY ART ILLUSTRATIONS ARE PROVIDED IN A SEPARATE SECTION. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTOR. THIS DOCUMENT IS ALSO AVAILABLE FOR $2.50 FROM BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814. "ROOFING, PART 1," VT 002 987, IS ALSO AVAILABLE. (HC)

VT 002 819
CALDWELL, L.C.
BRICKMASONRY. (FILE, NO. 590).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.25).
PUB DATE -   JUN63 95P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BRICKLAYERS; HIGH SCHOOLS; STUDENT RECORDS; *COOPERATIVE EDUCATION

ABSTRACT - THE PURPOSES OF THIS GUIDE ARE TO DIRECT THE STUDY AND RECORD THE PROGRESS OF STUDENTS IN COOPERATIVE HIGH SCHOOL CLASSES. IT WAS DEVELOPED BY A COMMITTEE OF TRADE AND INDUSTRIAL COORDINATORS. THE CONTENT INCLUDES: (1) AN 80-ITEM BRICKMASON TRADE ANALYSIS, (2) STUDY QUESTIONS AND PROBLEMS FOR EACH OF THE ITEMS, (3) READING ASSIGNMENTS FOR SEVEN REFERENCES, AND (4) FORMS FOR RECORDING STUDENT PROGRESS. MOST OF THE QUESTIONS REQUIRE ESSAY ANSWERS. SUGGESTED TIME ALLOTMENT IS ONE HOUR PER DAY FOR TWO YEARS. THIS DOCUMENT IS AVAILABLE FOR $1.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. AN ANSWER KEY (VT 001 401) IS ALSO AVAILABLE FOR $1.25. (EM)

VT 002 834
HANDBOOK FOR TRADE AND INDUSTRIAL EDUCATION TEACHERS.

NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH. TRADE AND INDUSTRIAL EDUCATION
T.I.E. SERIES NO. 24
PUB DATE -   DEC64 52P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TEACHING METHODS; *BEGINNING TEACHERS; TEACHER EDUCATION; GRADING; TEACHING PROCEDURES

ABSTRACT - DEVELOPED IN COOPERATION WITH THE OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, THIS TEACHING GUIDE PREPARED FOR IMPROVING TEACHING AND EVALUATING TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION PROVIDES MATERIAL TO ASSIST THE INSTRUCTOR IN THE VOCATIONAL EDUCATION PROGRAM. CONTENTS INCLUDE: (1) AN INTRODUCTION TO TRADE AND INDUSTRIAL TEACHING, (2) PLANNING YOUR WORK AS AN INSTRUCTOR, (3) THE TEACHING STEPS, (4) TEACHING AND WORKING RELATIONSHIPS, (5) PLANNING FOR YOUR TEACHING, (6) PLANNING FOR YOUR CLASSES IN THE SHOP, (7) PLANNING FOR YOUR CLASSES IN THE RELATED ROOM, AND (8) A WORKING PROCEDURE CHECKLIST. (GR)

VT 002 868
PROGRAM FOR THE DEGREE OF BACHELOR OF SCIENCE WITH A MAJOR IN AMERICAN INDUSTRY .

STOUT STATE UNIV., MENOMONIE, WIS.
PUB DATE - APR67 8P.

DESCRIPTORS - *INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; *COLLEGE PROGRAMS; *TEACHER EDUCATION; *TEACHER EDUCATION CURRICULUM

ABSTRACT - TO MEET THE INCREASING DEMAND FOR AMERICAN INDUSTRY TEACHERS, THE AMERICAN INDUSTRY PROJECT DEVELOPED A TEACHER EDUCATION PROGRAM ON THE COLLEGE LEVEL TO PREPARE TEACHERS TO IMPLEMENT ITS NEW CURRICULUM IN SECONDARY SCHOOLS. THE PROGRAM HAS THE OBJECTIVE OF DEVELOPING AN UNDERSTANDING OF INDUSTRY, THE ABILITY TO SOLVE PROBLEMS RELATED TO INDUSTRY, PROFESSIONAL COMPETENCE AS A TEACHER, AND PERSONAL COMPETENCE AS AN INDIVIDUAL AND AS A CITIZEN. THE 4-YEAR PROGRAM FOR THE DEGREE OF BACHELOR OF SCIENCE WITH A MAJOR IN AMERICAN INDUSTRY REQUIRES A MINIMUM OF 136 CREDITS INCLUDING 20 CREDITS IN EDUCATION, 34 CREDITS IN THE MAJOR FIELD, 62 CREDITS IN GENERAL STUDIES, AND 20 CREDITS IN ELECTIVE SUBJECTS. ONE SUMMER OF FIELD EXPERIENCE IS ALSO REQUIRED. THE MAJOR COURSES IN AMERICAN INDUSTRY HAVE BEEN PLANNED TO DEVELOP A HIGH DEGREE OF COMPETENCY IN UNDERSTANDING THE WHOLE OF INDUSTRY RATHER THAN SKILLS IN ONE OR TWO ISOLATED ASPECTS. THE PROJECT HAS DEVELOPED AND FIELD TESTED CURRICULUM MATERIALS FOR THE SECONDARY SCHOOLS INCLUDING TEACHER GUIDES, VISUAL MATERIALS, FILM CATALOGS, AND STUDENT TEXTS. AN OUTLINE OF COURSES FOR THE 4-YEAR PROGRAM IS INCLUDED. (HC)

VT 002 893 ED 017 663
NUMERICAL CONTROL OF MACHINE TOOLS, AN INSTRUCTOR'S GUIDE.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
PUB DATE - 67 195P.

DESCRIPTORS - *CURRICULUM GUIDES; INSTRUCTIONAL MATERIALS; JUNIOR COLLEGES; *MACHINE TOOLS; MACHINISTS; *NUMERICAL CONTROL; *TEACHING GUIDES; TECHNICAL EDUCATION; TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - IN A SUMMER WORKSHOP, JUNIOR COLLEGE INSTRUCTORS AND INDUSTRIAL SUPERVISORS DEVELOPED THIS GUIDE FOR TEACHER USE IN A 3-SEMESTER-HOUR COURSE AT THE JUNIOR COLLEGE LEVEL. THE COURSE OBJECTIVES ARE TO (1) UPGRADE JOURNEYMEN IN MACHINE TOOL OPERATION, MAINTENANCE, AND TOOLING, AND (2) ACQUAINT MANUFACTURING, SUPERVISORY, PLANNING, AND MAINTENANCE PERSONNEL AND ADVANCED VOCATIONAL-TECHNICAL STUDENTS WITH NUMERICAL CONTROL. COURSE UNITS ARE (1) INTRODUCTION TO NUMERICAL CONTROL, (2) NUMERICALLY CONTROLLED MACHINES, (3) CONTROL SYSTEMS, (4) TOOLING, (5) MACHINE OPERATOR'S RESPONSIBILITY, (6) FEED, SPEED, AND HORSEPOWER, (7) COORDINATE DEFINITION OF PART GEOMETRY, (8) NUMBER SYSTEMS, (9) PART PROGRAMING, (10) MANUSCRIPT PREPARATION, (11) ADAPT AND THE COMPUTER, AND (12) SUMMARY. EACH UNIT GIVES OBJECTIVES, SUGGESTIONS FOR INTRODUCING AND PRESENTING THE UNIT, A RESOURCE UNIT, AUDIOVISUAL AIDS, INSTRUCTIONAL AIDS, REFERENCES, AND STUDENT ACTIVITIES. SUPPLEMENTARY MATERIALS INCLUDE (1) 47 CLASS HANDOUTS, (2) A REPORT OF A SURVEY OF TRAINING NEEDS IN THE AREA OF NUMERICAL CONTROL, (3) A SAMPLE TEST, (4) A STANDARD ANSWER SHEET, (5) A FINAL EXAMINATION, AND (6) A GLOSSARY OF TERMS. MANY PHOTOGRAPHS, LINE DRAWINGS, AND ILLUSTRATIONS ARE INCLUDED. (EM)

VT 002 907
A GUIDE FOR USE IN DEVELOPING TRAINING PROGRAMS IN MACHINE SHOP.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($2.00).
PUB DATE - 67 132P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; HIGH SCHOOLS; CURRICULUM DEVELOPMENT

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN PLANNING A COURSE AND DEVELOPING INSTRUCTIONAL MATERIALS FOR TRADE PREPARATORY MACHINE SCHOOL PROGRAMS IN SECONDARY SCHOOLS. IT WAS DEVELOPED BY TRADE INSTRUCTORS IN A CURRICULUM CONFERENCE BY FORMULATING A JOB ANALYSIS AND IDENTIFYING INSTRUCTIONAL CONTENT. THE CURRICULUM MATERIALS LABORATORY STAFF COMPILED, EDITED, AND EXTENDED THE WORK OF THE CONFERENCE. THE PURPOSE OF THE COURSE IS TO DEVELOP KNOWLEDGES AND SKILLS NECESSARY TO MEET BEGINNING EMPLOYMENT STANDARDS. IT IS OUTLINED IN TRADE PRACTICE AND TRADE KNOWLEDGE TOPICS IN INSTRUCTIONAL BLOCKS TITLED (1) BENCH WORK, (2) POWER SAW, (3) ENGINE LATHE, (4) SHAPER, (5) MILL, (6) GRINDING, (7) DRILL PRESS, AND (8) WELDING. THE SUGGESTED NUMBER OF HOURS ASSIGNED TO EACH BLOCK INDICATES THE RELATIVE AMOUNT OF EMPHASIS ON EACH AREA IN RELATED TO THE TOTAL 1,080-HOUR TRAINING PERIOD. THE INSTRUCTOR SHOULD BE OCCUPATIONALLY UP-TO-DATE WITH AT LEAST 2 YEARS OF WORK EXPERIENCE BEYOND THE LEARNER'S LEVEL. STUDENTS SHOULD BE THOSE WHO WANT, NEED, AND ARE ABLE TO PROFIT FROM THE TRAINING. SELECTING STUDENTS SHOULD INCLUDE TESTING, EXAMINING SCHOOL RECORDS, AND INTERVIEWING. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF RECOMMENDED TEXTS AND REFERENCE BOOKS, A JOB ANALYSIS, AN OUTLINE OF APPLIED MATHEMATICS AND SCIENCE, A PROGRESS CHART, AND A MACHINE AND EQUIPMENT LIST. (HC)

VT 002 913 ED 029 080
WIENS, JACOB H.
BASIC COURSE IN NUCLEONICS . TECHNICAL EDUCATION CURRICULUM DEVELOPMENT SERIES NO. 10.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. INSTRUCTIONAL MATERIALS LAB.
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 (WITHOUT

CHARGE).
PUB DATE - 63 158P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; RADIATION; ATOMIC THEORY; *NUCLEAR PHYSICS; *TECHNICAL EDUCATION; COMMUNITY COLLEGES; LABORATORY EXPERIMENTS
IDENTIFIERS - NUCLEONICS TECHNICIANS; *NUCLEONICS

ABSTRACT - THIS COMBINED TEACHING AND STUDY GUIDE IS FOR USE BY STUDENTS AND TEACHERS IN POST SECONDARY PROGRAMS FOR NUCLEONICS TECHNICIANS. IT WAS DEVELOPED BY THE AUTHOR UNDER THE NATIONAL DEFENSE EDUCATION ACT, TITLE VIII. THE UNIT HEADINGS ARE: (1) PHYSICS OF THE ATOM, (2) NATURAL RADIOACTIVITY AND ATOMIC ENERGY, (3) INDUCED RADIOACTIVITY AND ATOMIC ENERGY, (4) RADIATION SAFETY AND RADIATION DOSES, (5) GEIGER-MUELLER COUNTERS, (6) DETERMINATION OF HALF-LIFE, (7) ABSORPTION AND SELF-ABSORPTION FOR BETA RAYS, (8) BACKSCATTERING AND OTHER EFFECTS FOR BETA RAYS, (9) ABSORPTION AND INVERSE SQUARE LAW FOR GAMMA RAYS, (10) RESOLVING TIME OF A G-M COUNTER, (11) CALIBRATION OF G-M COUNTER END WINDOW, (12) STATISTICAL VARIATION IN RADIOACTIVE MEASUREMENTS, (13) DETERMINATION OF RANGE AND ENERGY OF ALPHA PARTICLES, (14) EFFECT OF MAGNETIC FIELDS UPON BETA AND GAMMA RADIATION, (15) COMPARISON OF G-M, GAS FLOW PROPORTIONAL, AND SCINTILLATION COUNTERS, (16) RADIOACTIVE FALLOUT, (17) TRACER TECHNIQUES, AND (18) CLOUD CHAMBER. EACH UNIT GIVES OBJECTIVES, INTRODUCTION, TEACHING PLAN, APPARATUS REQUIRED, TEXTUAL MATERIAL, STUDY QUESTIONS, AND A BIBLIOGRAPHY. FIVE HOURS OF INSTRUCTION SHOULD BE ALLOTTED TO EACH OF THE UNITS. THE STUDENTS SHOULD BE HIGH SCHOOL GRADUATES AND THE TEACHERS SHOULD HAVE HAD A BASIC COURSE IN NUCLEAR PHYSICS. (EM)

VT 002 924 ED 013 939
COLICCHIO, ANTOINETTE J.
NEEDLE TRADES, MATHEMATICS - I.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
PUB DATE - JUL60 261P.

DESCRIPTORS - HIGH SCHOOLS; *NEEDLE TRADES; *PRACTICAL MATHEMATICS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE NEEDLE TRADES INDUSTRY CONSISTS OF THREE TYPES OF ESTABLISHMENTS -- THE REGULAR MANUFACTURERS, THE APPAREL JOBBERS, AND THE CONTRACTORS. THE FUNCTIONS INCLUDED COVER A WIDE SCOPE FROM BUYING OF RAW MATERIAL TO SELLING OF THE FINISHED APPAREL. THE PURPOSE OF THIS STUDY GUIDE IS TO FURNISH BASIC KNOWLEDGE IN MATHEMATICS AND DEVELOP SKILL IN SOLVING MATHEMATICAL PROBLEMS PERTINENT TO THE NEEDLE TRADES. IT WAS PREPARED BY THE AUTHOR AND FOLLOWS COURSE OF STUDY APPROVED BY THE BOARD OF EDUCATION. THE GUIDE INCLUDES SOME LESSONS DESIGNED FOR CLASS DISCUSSION AND OTHERS FOR TEACHING COMPUTATION, JUDGMENT, ETC. UNITS INCLUDE -- (1) WHOLE NUMBERS, (2) FRACTIONS, (3) MEASUREMENT, (4) RATIO AND PROPORTION, (5) DECIMALS, (6) PERCENTAGE, (7) GEOMETRIC FORMS, AND (8) ACCOUNTS. ALL ARE RELATED TO VARIOUS ASPECTS OF THE NEEDLE TRADES. RELATED INFORMATION AND APPLICABLE PROBLEMS ARE GIVEN WITH EACH UNIT, AND UNIT ACHIEVEMENT TESTS ARE PROVIDED. THE INSTRUCTOR SHOULD BE A MATH SPECIALIST OR A NEEDLE TRADES INSTRUCTOR. THE STUDENT SHOULD BE OF HIGH SCHOOL AGE, HAVE A NEEDLE TRADES GOAL, AND HAVE A MEDIUM APTITUDE FOR THE OCCUPATION. THIS DOCUMENT IS AVAILABLE FOR $2.00 FROM VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903. (MS)

VT 002 940
STONE, R.C., AND OTHERS
CARPENTRY, CABINET AND MILLWORK. D.O. SERIES PROGRESSION CHART, NO. 76.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
FILE-540
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($2.00).
PUB DATE - JUN63 163P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; *CABINETMAKING; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS TO DIRECT THE INDIVIDUAL STUDY OF HIGH SCHOOL JUNIORS AND SENIORS IN COOPERATIVE EDUCATION PROGRAMS IN CARPENTRY AND CABINET AND MILL WORK. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TRADE AND INDUSTRIAL EDUCATION COORDINATORS AND DESIGNED BY SUBJECT MATTER SPECIALISTS AND TEACHER EDUCATORS. THE 123 JOB SHEETS ARE GROUPED INTO UNITS TITLED (1) MAINTAIN HAND TOOLS AND EQUIPMENT, (2) MAINTAIN MACHINE TOOLS AND EQUIPMENT, (3) SIZE AND SQUARE TO DIMENSIONS, (4) MAKE JOINTS WITH HAND AND MACHINE TOOLS, (5) MISCELLANEOUS CONSTRUCTION, (6) GLUING AND CLAMPING, (7) METAL FASTENINGS, (8) WOOD FINISHING, AND (12) MILLWORK PROJECTS. EACH JOB SHEET IS INDEXED TO AN OCCUPATIONAL ANALYSIS AND PROGRESSION RECORD AND PROVIDES THE JOB TITLE, RELATED STUDY REFERENCES, AND STUDY QUESTIONS DESIGNED TO GIVE THE STUDENT DEFINITE DIRECTION IN HIS REFERENCE READING. ELEVEN DRAWING PROBLEMS ARE INCLUDED. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 2 YEARS OR 360 HOURS. (HC)

VT 002 988 ED 013 941
DOVER, BUEL H.
AUTO PARTS MAN, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
PUB DATE - 67 158P.

DESCRIPTORS - APPRENTICESHIPS; *AUTO PARTS MEN; *MARKETING; *MOTOR VEHICLES; POST SECONDARY EDUCATION; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE INFORMATION IN THIS STUDY

GUIDE WAS DEVELOPED FOR USE IN THE RELATED TECHNICAL CLASSROOM INSTRUCTION PHASE OF THE AUTO PARTS MAN APPRENTICE TRAINING PROGRAM. THE MATERIAL WAS PLANNED UNDER THE DIRECTION OF THE STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE AUTOMOTIVE TRADE. THE UNITS ARE (1) SCOPE AND OPPORTUNITY, (2) AREAS OF RESPONSIBILITY, (3) CATALOGING SYSTEMS, (4) INVENTORY AND CONTROL, (5) COUNTER SALES, AND (6) DISPLAYS THAT SELL. EACH UNIT CONTAINS STUDY TOPICS WHICH HAVE AN INTRODUCTION OF BACKGROUND INFORMATION WITH AN OUTLINE OF THE MAJOR POINTS IN QUESTION FORM, A SECTION OF RELATED INFORMATION, A STUDY GUIDE OF EXERCISES TO BE COMPLETED, AND A TEST FOR STUDENT SELF-EVALUATION. PHOTOGRAPHIC AND LINE DRAWING ILLUSTRATIONS ARE INCLUDED IN THE RELATED INFORMATION. A RECORD OF TOPICS COMPLETED MAY BE KEPT IN THE STUDY GUIDE INDEX. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. A LIST OF REQUIRED INSTRUCTIONAL MATERIALS IS PROVIDED. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTORS. THIS DOCUMENT IS AVAILABLE FOR $2.00 FROM BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITAL MALL, SACRAMENTO, CALIFORNIA 95814. (HC)

VT 002 989 ED 014 562
FREDRICKS, JOHN , AND OTHERS
ROOFING, PART I. WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO.
PUB DATE - 64 140P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *APPRENTICESHIPS; *ROOFERS; ROOFING; *STUDY GUIDES; TECHNICAL INSTITUTES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE TECHNICAL INFORMATION IN THIS STUDY GUIDE WAS DEVELOPED FOR USE IN RELATED INSTRUCTION IN APPRENTICE TRAINING PROGRAMS FOR ROOFERS. THE MATERIAL WAS PLANNED UNDER THE DIRECTION OF THE STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE ROOFING TRADE AND PREPARED UNDER DIRECTION OF THE BUREAU OF INDUSTRIAL EDUCATION. THE UNITS ARE (1) THE APPRENTICE ROOFER AND HIS TRADE, (2) INFORMATION FOR THE BEGINNER ROOFER, (3) MATERIALS, TOOLS, AND EQUIPMENT, (4) ROOF PREPARATION, AND (5) KETTLES AND KETTLE OPERATIONS. EACH UNIT IS INTRODUCED BY AN EXPLANATORY STATEMENT AND IS DIVIDED INTO STUDY TOPICS. A TYPICAL TOPIC HAS AN ASSIGNMENT FROM REFERENCE MATERIAL, AN INTRODUCTION OF BACKGROUND INFORMATION, A SECTION OF RELATED INFORMATION, AND CHECKUP QUESTIONS FOR STUDENT SELF-EVALUATION. PHOTOGRAPHIC AND LINE-DRAWING ILLUSTRATIONS ARE INCLUDED IN THE RELATED INFORMATION. SPACE IS PROVIDED IN THE STUDY GUIDE INDEX FOR RECORDING TOPICS COMPLETED. THE STUDY OF THE 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. A GLOSSARY OF TRADE TERMS WITH DEFINITIONS PERTINENT TO THE ROOFING TRADE IS PROVIDED. RECOMMENDED SUPPLEMENTARY INSTRUCTIONAL MATERIALS FOR THE APPRENTICE AND THE CLASSROOM LIBRARY ARE LISTED. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTOR. THIS DOCUMENT IS ALSO AVAILABLE FOR $2.00 FROM BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814. "ROOFING, PART 2," VT 002 795, IS ALSO AVAILABLE. (HC)

VT 002 990
AUTO MECHANICS, PART 4, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.10).
PUB DATE - 66 111P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); AUTO MECHANICS; *MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THE TECHNICAL INFORMATION IN THIS STUDY GUIDE IS FOR USE IN RELATED TECHNICAL CLASSROOM INSTRUCTION IN THE AUTO MECHANICS APPRENTICE TRAINING PROGRAM. THE MATERIAL WAS PLANNED UNDER THE DIRECTION OF THE STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE AUTOMOTIVE TRADES WAS WRITTEN BY TRADE INSTRUCTORS. THE UNITS ARE (1) FUEL SYSTEMS, (2) CARBURETION, (3) CRANKCASE VENTS AND MANIFOLDS, (4) BASIC ELECTRICITY, (5) BATTERIES, (6) AUTOMOTIVE LIGHTING SYSTEMS, (7) IGNITION SYSTEMS, (8) STARTERS AND STARTING MOTORS, (9) GENERATORS, (10) GENERATOR CONTROLS, (11) AUTOMOTIVE ACCESSORIES, AND (12) ENGINE TUNE-UP. UNITS ARE DIVIDED INTO STUDY TOPICS, EACH OF WHICH CONTAINS AN ASSIGNMENT FROM REFERENCE MATERIAL, AN INTRODUCTION, A SECTION OF RELATED INFORMATION, AND CHECK-UP QUESTIONS FOR STUDENT SELF EVALUATION. PHOTOGRAPHIC AND LINE-DRAWING ILLUSTRATIONS ARE INCLUDED IN THE RELATED INFORMATION. SPACE FOR CHECKING COMPLETED TOPICS IS PROVIDED IN THE STUDY GUIDE INDEX. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. RECOMMENDED SUPPLEMENTARY INSTRUCTIONAL MATERIALS FOR THE APPRENTICE ARE LISTED. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTOR. AUTO MECHANICS, PART I, (VT 002 761) IS ALSO AVAILABLE. (HC)

VT 002 991
CABINETMAKING AND MILLWORK, PART 2, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 64 108P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CABINETMAKERS; *APPRENTICESHIPS; *CABINETMAKING

ABSTRACT - THE INFORMATION IN THIS STUDY GUIDE WAS DEVELOPED FOR USE IN RELATED TECHNICAL CLASSROOM INSTRUCTION IN THE CABINETMAKER APPRENTICE TRAINING PROGRAM. THE MATERIAL WAS PLANNED AND DEVELOPED IN COOPERATION WITH TRADE JOURNEYMEN AND THE CARPENTERS STATE EDUCATIONAL ADVISORY COMMITTEE. THE UNITS ARE (1) MATHEMATICS, (2) BLUEPRINT READING AND STOCK BILLING, (3) POWER MACHINES, (4) MACHINE OPERATIONS, (5) LAYOUT, (6) MILLWORK, (7) BENCHWORK, AND (8) LAMINATED PLASTICS. EACH UNIT IS DIVIDED INTO STUDY TOPICS WHICH CONTAIN AN ASSIGNMENT FROM REFERENCE MATERIAL, AN INTRODUCTION OF BACKGROUND MATERIAL, A SECTION OF RELATED INFORMATION, AND A SET OF CHECK-UP QUESTIONS FOR STUDENT SELF-EVALUATION. PHOTOGRAPHIC AND LINE-DRAWING ILLUSTRATIONS ARE INCLUDED. A RECORD OF TOPICS COMPLETED MAY BE KEPT IN THE STUDY GUIDE INDEX. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. RECOMMENDED SUPPLEMENTARY INSTRUCTIONAL MATERIALS FOR THE APPRENTICE AND THE CLASSROOM LIBRARY ARE LISTED. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTOR. CABINETMAKING AND MILLWORK, PART 3 (VT 002 785) IS ALSO AVAILABLE. (HC)

VT 002 992 ED 014 563
MCPHERSON, WILLIAM W. , AND OTHERS
FLOOR COVERING--PART 2, CARPETING. WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO.
PUB DATE - 66 113P.

DESCRIPTORS - *APPRENTICESHIPS; *FLOORING; *FLOOR LAYERS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE INFORMATION IN THIS STUDY GUIDE WAS DEVELOPED FOR USE IN RELATED TECHNICAL INSTRUCTION IN APPRENTICE TRAINING FOR THE FLOOR COVERING TRADE. THE MATERIAL WAS WRITTEN BY TRADE INSTRUCTORS AND JOURNEYMEN UNDER THE DIRECTION OF THE STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE FLOOR COVERING TRADE. THE UNITS ARE (1) INTRODUCTION TO THE TRADE, (2) MATERIALS OF THE INDUSTRY, (3) TOOLS OF THE TRADE, (4) CARPET PREPARATION, (5) CARPET INSTALLATION, AND (6) CARPET REPAIRS. THE UNITS ARE DIVIDED INTO STUDY TOPICS EACH OF WHICH HAS AN INTRODUCTION OF BACKGROUND INFORMATION WITH AN OUTLINE OF MAJOR POINTS IN QUESTION FORM, A SECTION OF RELATED INFORMATION, A STUDY ASSIGNMENT FROM SUPPLEMENTARY MATERIALS, AND A CHECKUP TEST OF TRUE-FALSE QUESTIONS FOR STUDENT SELF-EVALUATION. PHOTOGRAPHIC AND LINE-DRAWING ILLUSTRATIONS ARE INCLUDED. A RECORD OF TOPICS COMPLETED MAY BE KEPT IN THE STUDY GUIDE INDEX. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. A LIST OF SUPPLEMENTARY INSTRUCTIONAL MATERIALS IS PROVIDED. TESTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO INSTRUCTORS. THIS DOCUMENT IS ALSO AVAILABLE FOR $2.25 FROM BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814. "FLOOR COVERING, PART I -- RESILIENT COVERINGS," VT 002 784, IS ALSO AVAILABLE. (HC)

VT 003 022
ECONOMICS FOR INDUSTRIAL SUPERVISORS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 (SINGLE COPY, $2.00).
PUB DATE - 64 188P.

DESCRIPTORS - LEADERS GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *ECONOMICS; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS LEADER'S GUIDE PROVIDES SUPPLEMENTARY INFORMATION ON THE PRINCIPLES AND WORKINGS OF THE U.S. ECONOMY TO BE USED BY CONFERENCE LEADERS IN PLANNING LESSONS FOR SUPERVISORS AND FOREMEN. IT WAS DEVELOPED BY A COMMITTEE IN COOPERATION WITH THE STATE DEPARTMENT OF VOCATIONAL EDUCATION. EACH SESSION IS BASED UPON FROM TWO TO FIVE KEY GENERALIZATIONS. SESSION TITLES ARE--(1) INTRODUCTION TO FREE COMPETITIVE ENTERPRISE, (2) WHAT MAKES AN ECONOMY GROW, (3) THE ROLE OF COMPETITION, (4) THE ROLE OF MARKETING, (5) INCENTIVE AND ITS RESULTS, (6) THE ROLE OF ORGANIZATION IN OUR ECONOMY, AND (7) GOVERNMENT'S ROLE IN OUR ECONOMY. THE SESSION PLANS ARE IN TWO COLUMNS, ONE IS ADDITIONAL INFORMATION FOR THE LEADER, AND THE OTHER IS A COURSE OUTLINE DEVELOPED FROM "INDUSTRY AND THE AMERICAN ECONOMY," A BOOKLET SERIES FROM THE NATIONAL ASSOCIATION OF MANUFACTURERS. STUDENTS SHOULD BE PERSONNEL SCHEDULED FOR PROMOTION OR RECENTLY PROMOTED INTO A SUPERVISORY POSITION. FILMS, SOME ANNOTATED, AND A SOURCE OF GRAPHS AND CHARTS ARE SUGGESTED. (EM)

VT 003 023 ED 013 946
CONFERENCE LEADERSHIP.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES.
PUB DATE - 67 138P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *CONFERENCES; *LEADERS GUIDES; *LEADERSHIP TRAINING; SUPERVISORS; *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THIS INSTRUCTIONAL MATERIAL IS FOR USE BY PERSONS WHO CONDUCT CONFERENCE LEADER TRAINING PROGRAMS. SPECIFICALLY, ITS PURPOSE IS TO TRAIN VOCATIONAL TRADE AND INDUSTRIAL EDUCATION PEOPLE TO CONDUCT TRAINING CONFERENCES FOR INDUSTRY. IT IS INTENDED FOR USE IN AREA VOCATIONAL SCHOOLS IN THE PROMOTION AND DEVELOPMENT OF SUPERVISORY PERSONNEL DEPARTMENT. THE MATERIAL WAS DEVELOPED BY A COMMITTEE AT THE STATE LEVEL. THE SESSION TITLES ARE -- (1) THE CONFERENCE, (2) THE CONFERENCE LEADER, (3) PREPARING FOR A CONFERENCE, (4) CONDUCTING A CONFERENCE, (5) THE CONFERENCE REPORT, (6) SCOPE OF SUPERVISORY PERSONNEL DEVELOPMENT, AND (7) THE FORTY-HOUR WORKSHOP. INFORMATION IS TO BE

PRESENTED BY LECTURE TO GROUPS OF 12 TO 15 PEOPLE IN 6 HOURS. APPROXIMATELY 34 HOURS ARE TO BE USED BY STUDENTS FOR CONDUCTING PRACTICE SESSIONS. EACH STUDENT IS TO COMPILE HANDOUT MATERIAL INTO A NOTEBOOK FOR FUTURE USE. SOURCE OF HANDOUT MATERIAL IS GIVEN. THE TEACHER SHOULD BE A TRAINED CONFERENCE LEADER, AND STUDENTS SHOULD BE MATURE ADULTS WHO ARE IN OR PLAN TO BE IN SUPERVISORY POSITIONS. REFERENCES AND AN EXTENSIVE LIST OF FILMS ARE INCLUDED. THIS DOCUMENT IS AVAILABLE FOR $2.00 FROM VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457. (MM)

VT 003 024 ED 013 947
INTRODUCTION TO MANAGEMENT FOR INDUSTRIAL SUPERVISORS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES.
PUB DATE - 65 181P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; INDUSTRIAL STRUCTURE; LABOR UNIONS; LEADERSHIP TRAINING; *MANAGEMENT; REFERENCE MATERIALS; *SUPERVISORS; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - SUBJECT MATTER AND SUPPLEMENTAL MATERIALS FOR USE IN CONDUCTING A 10-HOUR INDUSTRIAL SUPERVISORY TRAINING CONFERENCE IN BASIC MANAGEMENT FUNDAMENTALS AND CONCEPTS ARE PRESENTED IN THIS TEACHER GUIDE. IT WAS DEVELOPED BY A STATE COMMITTEE AS A FIRST COURSE IN A SERIES FOR SUPERVISORY PERSONNEL WHO HAVE HAD LITTLE OR NO PREVIOUS SUPERVISORY TRAINING AND FOR PERSONNEL WHO HAVE HAD PREVIOUS TRAINING, BUT LACK A BASIC MANAGEMENT COURSE. THE 2-HOUR SESSIONS ARE -- (1) HISTORY OF MANAGEMENT, (2) ORGANIZATIONAL STRUCTURE, (3) MAJOR RESPONSIBILITIES OF MANAGEMENT, (4) ORGANIZED LABOR, AND (5) LEADERSHIP. OUTLINE FORM IS USED FOR MOST SESSIONS AND CHARTING MATERIALS AND CHARTING TECHNIQUES, HANDOUT MATERIAL, DISCUSSION TECHNIQUES, VERBATIM QUOTES, AND VISUAL AIDS ARE PROVIDED. PRESENTATION SHOULD BE ON AN INFORMAL LECTURE BASIS BY A TEACHER SKILLED IN SUPERVISORY TECHNIQUES. THE 20 HANDOUT SHEETS SERVE AS REFERENCE MATERIAL FOR THE TRAINEES. A BIBLIOGRAPHY AND AMPLE MATERIAL ARE PROVIDED SO THAT THE TEACHER MAY ADAPT THE COURSE TO HIS INDIVIDUAL DESIRES. THIS DOCUMENT IS AVAILABLE IN SINGLE COPY ONLY FOR $2.00 FROM VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457. (HC)

VT 003 108
MEAT CUTTING, A STUDY GUIDE AND PROGRESSION RECORD FOR MEAT CUTTING STUDENTS IN A COOPERATIVE TRAINING PROGRAM. (FILE, NO. 322).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.25).
PUB DATE - SEP64 90P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MEAT CUTTERS; FOOD; MERCHANDISING; GRADE 11; GRADE 12; STUDENT RECORDS; *COOPERATIVE EDUCATION

ABSTRACT - QUESTION-TYPE JOB SHEETS IN THIS GUIDE DIRECT RELATED STUDY FOR STUDENTS IN 2-YEAR COOPERATIVE TRAINING PROGRAMS FOR MEAT CUTTING AND MERCHANDISING. THE GUIDE WAS DEVELOPED BY TRADE AND INDUSTRIAL COORDINATORS, SUBJECT MATTER SPECIALISTS, AND TEACHER EDUCATORS AND WAS TESTED BY USE IN HIGH SCHOOL PROGRAMS. INSTRUCTIONAL AREAS ARE: (1) CUTTING PORK, (2) CUTTING LAMB AND MUTTON, (3) CUTTING BEEF, (4) CUTTING VEAL, (5) SMOKED MEATS, (6) SAUSAGE, (7) POULTRY, AND (8) MERCHANDISING. THE JOB SHEETS ARE KEYED TO SELECTED REFERENCES AND PROVIDE SPACE FOR RECORDING COMPLETED LABORATORY PERFORMANCE AND RELATED READINGS. TRADE ANALYSIS PROGRESS RECORD FORMS ARE PROVIDED FOR TEACHER AND STUDENT USE IN RECORDING JOB PERFORMANCE AND REFERENCE READINGS. THE MATERIAL WAS DEVELOPED FOR STUDENTS IN GRADES 10, 11, AND 12, IN AREA VOCATIONAL OR COMPREHENSIVE HIGH SCHOOLS. THIS MIMEOGRAPHED DOCUMENT INCLUDES A BIBLIOGRAPHY OF CORRELATED REFERENCES AND SUPPLEMENTARY BULLETINS. THIS DOCUMENT IS AVAILABLE FOR $1.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. AN ANSWER BOOK (VT 003 107) IS AVAILABLE FROM THE SAME SOURCE FOR 75 CENTS. (HC)

VT 003 109
PRINTING, A STUDY GUIDE AND PROGRESSION RECORD FOR PRINTING STUDENTS IN A COOPERATIVE TRAINING PROGRAM. (FILE, NO. 376).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($2.25).
PUB DATE - DEC64 135P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PRINTERS; PRINTING; GRADE 11; GRADE 12; STUDENT RECORDS; *COOPERATIVE EDUCATION

ABSTRACT - QUESTION-TYPE JOB SHEETS IN THIS GUIDE ARE FOR USE IN DIRECTING RELATED STUDY FOR STUDENTS IN A 2-YEAR COOPERATIVE TRAINING PROGRAM IN PRINTING. THE MATERIAL WAS DEVELOPED BY TRADE AND INDUSTRIAL COORDINATORS, SUBJECT MATTER SPECIALISTS, AND TEACHER EDUCATORS AND WAS TESTED BY USE IN HIGH SCHOOL PROGRAMS. UNITS ARE: (1) TYPE, (2) COMPOSITION, (3) COMMERCIAL COMPOSITION, (4) ENGLISH, (5) LINOTYPE, (6) PRESS, AND (7) BOOKBINDING. JOB SHEETS ARE KEYED TO SELECTED REFERENCES AND CONTAIN SPACES FOR RECORDING COMPLETED JOB EXPERIENCES AND RELATED READINGS. A TRADE ANALYSIS PROGRESS RECORD FORMS ARE PROVIDED FOR TEACHER AND STUDENT USE IN RECORDING COMPOSITE JOB PERFORMANCE AND REFERENCE READINGS. THE MATERIAL WAS DEVELOPED FOR GRADE 10, 11, AND 12 STUDENTS IN AREA VOCATIONAL AND COMPREHESIVE HIGH SCHOOLS. THIS MIMEOGRAPHED DOCUMENT INCLUDES A BIBLIOGRAPHY OF CORRELATED REFERENCES. THIS DOCUMENT IS AVAILABLE FOR $2.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. AN ANSWER BOOK (VT

003 111) IS AVAILABLE FROM THE SAME SOURCE FOR $2.00. (HC)

VT 003 112
AUTO MECHANICS, A STUDY GUIDE AND PROGRESSION RECORD IN AUTO MECHANICS FOR USE IN A COOPERATIVE TRAINING PROGRAM. (FILE, NO. 275).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($4.25).
PUB DATE - AUG65 131P.

DESCRIPTORS - STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); AUTO MECHANICS; *MOTOR VEHICLES; HIGH SCHOOLS; STUDENT RECORDS; *COOPERATIVE EDUCATION

ABSTRACT - DESIGNED FOR USE BY HIGH SCHOOL STUDENTS IN A COOPERATIVE TRAINING PROGRAM, THIS GUIDE PROVIDES STUDY QUESTIONS AND A FORM FOR RECORDING PROGRESS THROUGH A 111-ITEM AUTO MECHANIC TRADE ANALYSIS. IT WAS DEVELOPED BY A COMMITTEE OF TRADE AND INDUSTRIAL COORDINATORS ON THE STATE LEVEL. EXAMPLES OF ANALYSIS ITEMS ARE ENGINE CONSTRUCTION, TIME THE ENGINE, REPAIR A RADIATOR, BALANCE WHEELS, AND CHECK PRIMARY CIRCUITS. A JOB SHEET FOR EACH ITEM IS KEYED TO SELECTED REFERENCES AND CONTAINS SPACES FOR RECORDING COMPLETED JOB EXPERINCES AND RELATED READINGS. THE TIME ALLOTMENT IS 1 HOUR PER DAY FOR 2 YEARS. THE MIMEOGRAPHED DOCUMENT INCLUDES A BIBLIOGRAPHY OF FOUR TEXTS AND FIVE REFERENCES. THIS DOCUMENT IS AVAILABLE FOR $4.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. ANSWERS (VT 003 113) ARE AVAILABLE FROM THE SAME SOURCE. (EM)

VT 003 114 ED 013 948
BARBERING, A STUDY GUIDE AND PROGRESSION RECORD FOR BARBERING STUDENTS IN A COOPERATIVE TRAINING PROGRAM.

ALABAMA UNIV., MONTGOMERY.
UA-FILE-1338
PUB DATE - NOV63 76P.

DESCRIPTORS - *BARBERS; *COOPERATIVE EDUCATION; GRADE 11; GRADE 12; STUDENT RECORDS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - QUESTION-TYPE JOB OR ASSIGNMENT SHEETS IN THIS GUIDE DIRECT THE STUDENT'S RELATED STUDY IN COOPERATIVE TRAINING PROGRAMS. THE MATERIAL WAS DEVELOPED BY TRADE AND INDUSTRIAL COORDINATORS, SUBJECT MATTER SPECIALISTS, AND TEACHER EDUCATORS. IT WAS TESTED BY USE IN HIGH SCHOOL PROGRAMS. THE 61 JOB SHEETS ARE KEYED TO THREE RELATED REFERENCE BOOKS, BUT COORDINATOR MAY SUPPLEMENT THE STUDENT'S STUDY WITH ADDITIONAL MATERIAL. COMPLETED JOB EXPERIENCES AND RELATED READINGS ARE TO BE RECORDED ON THE JOB SHEETS WHICH COVER THE HISTORY OF BARBERING, LADIES' HAIRCUTS, THE VOLUNTARY MUSCLES OF THE HEAD, ACNE FACIALS, ETC. A TRADE ANALYSIS PROGRESS FORM FOR TEACHER AND STUDENT USE IS PROVIDED FOR RECORDING COMPOSITE JOB PERFORMANCE AND REFERENCE READINGS DURING THE 2-YEAR PROGRAM. THE MATERIAL WAS DEVELOPED FOR GRADE 11 AND GRADE 12 STUDENTS IN AREA VOCATIONAL OR COMPREHENSIVE HIGH SCHOOLS. THIS MIMEOGRAPHED DOCUMENT INCLUDES A BIBLIOGRAPHY OF RELATED REFERENCES AND SUPPLEMENTARY MATERIALS. THIS DOCUMENT IS AVAILABLE FOR $1.50 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. AN ANSWER BOOK (VT 003 115) IS ALSO AVAILABLE, $1.00 EACH. (HC)

VT 003 116
HOME APPLIANCE SERVICE, A STUDY GUIDE AND PROGRESSION RECORD IN HOME APPLIANCE SERVICING FOR USE IN A COOPERATIVE TRAINING PROGRAM. (APPLIANCES SUCH AS REFRIGERATORS, TELEVISIONS, AND RADIOS ARE NOT INCLUDED, FILE, NO. 741).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
PUB DATE - OCT63 78P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL APPLIANCE SERVICEMEN; *HOME APPLIANCES; ELECTRICITY; HIGH SCHOOLS; STUDENT RECORDS; COOPERATIVE EDUCATION

ABSTRACT - THE PURPOSE OF THIS GUIDE IS TO PROVIDE DIRECTION FOR RELATED STUDY AND MEANS FOR CHECKING ON-THE-JOB PROGRESS. IT WAS DEVELOPED AT THE STATE LEVEL BY A COMMITTEE OF TRADE AND INDUSTRIAL COORDINATORS FOR COOPERATIVE EDUCATION CLASSES IN GRADES 10, 11, AND 12. TRADE ANALYSIS FORMS FOR USE BY TEACHER AND STUDENT PROVIDE SPACE FOR CHECKING PROGRESS IN JOB PERFORMANCE AND RELATED STUDY. JOB SHEETS FOR THE 63 STEPS OF THE ANALYSIS GIVE THE JOB TYPE, READING ASSIGNMENTS, AND ESSAY-TYPE QUESTIONS. EXAMPLES OF JOBS ARE FUNDAMENTALS OF ELECTRICITY, CHECK ELECTRIC RANGE PERFORMANCE, TYPES OF COFFEE MAKERS, AND SERVICE ELECTRIC FAN. READING ASSIGNMENTS ARE KEYED TO FOUR TEXTBOOKS WHICH ARE CITED IN THE BIBLIOGRAPHY. THE TIME REQUIRED IS 1 PERIOD PER DAY FOR 2 YEARS. ANSWERS (VT 003 117) ARE AVAILABLE FOR $1.00. (EM)

VT 003 119
SHEET METAL, A STUDY GUIDE AND PROGRESSION RECORD FOR SHEET METAL STUDENTS IN A COOPERATIVE TRAINING PROGRAM. (FILE, NO. 324).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.25).
PUB DATE - NOV65 68P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SHEET METAL WORKERS; GRADE 11; GRADE 12; SHEET METAL WORK; STUDENT RECORDS; *COOPERATIVE EDUCATION

ABSTRACT - QUESTION-TYPE JOB SHEETS IN THIS GUIDE DIRECT THE STUDENT'S RELATED STUDY IN COOPERATIVE TRAINING PROGRAMS. THE MATERIAL WAS DEVELOPED BY TRADE AND INDUSTRIAL

COORDINATORS. SUBJECT MATTER SPECIALISTS, AND TEACHER EDUCATORS. IT WAS TESTED BY USE IN HIGH SCHOOL PROGRAMS. THE 53 JOB HHEETS ARE KEYED TO SELECTED REFERENCE BOOKS BUT THE COORDINATOR MAY SUPPLEMENT THE STUDENT'S STUDY WITH ADDITIONAL MATERIAL. COMPLETED JOB EXPERIENCES AND RELATED READINGS ARE TO BE RECORDED ON THE JOB SHEETS. EXAMPLES OF JOBS ARE PREVENT ACCIDENTS IN THE SHOP, FLANGE EDGES, MEASURE WITH MICROMETER CALIPERS, AND SOLVE SHEET METAL PROBLEMS WITH EQUATIONS. TRADE ANALYSIS RECORD FORMS FOR TEACHER AND STUDENT USE ARE PROVIDED FOR RECORDING COMPOSITE JOB PERFORMANCE AND REFERENCE READINGS DURING THE 2-YEAR PROGRAM. THE MATERIAL WAS DEVELOPED FOR GRADE 11 AND GRADE 12 STUDENTS IN AREA VOCATIONAL AND COMPREHENSIVE HIGH SCHOOLS. THIS MIMEOGRAPHED DOCUMENT INCLUDES A BIBLIOGRAPHY AND A STUDENT EQUIPMENT LIST. THIS DOCUMENT IS AVAILABLE FOR $1.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. AN ANSWER BOOK IS AVAILABLE FROM THE SAME SOURCE FOR 75 CENTS. (HC)

VT 003 120
SPICER, F.H.
AUTO SERVICE SPECIALIST, A STUDY GUIDE AND PROGRESSION RECORD FOR AUTO SERVICE STUDENTS IN A HIGH SCHOOL COOPERATIVE TRAINING PROGRAM. (FILE, NO. 1489).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.50).
PUB DATE - MAY67 89P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; GRADE 11; GRADE 12; STUDENT RECORDS; *COOPERATIVE EDUCATION

ABSTRACT - JOB SHEETS IN THIS GUIDE DIRECT INDIVIDUAL STUDY IN A COOPERATIVE EDUCATION PROGRAM FOR AUTO MECHANICS. THE STUDY GUIDE WAS DEVELOPED BY TRADE AND INDUSTRIAL COORDINATORS, SUBJECT MATTER SPECIALISTS, AND TEACHER EDUCATORS AND HAS BEEN USED IN HIGH SCHOOL PROGRAMS FOR MANY YEARS. EACH OF THE 72 JOB SHEETS CONTAINS THE JOB TITLE, RELATED STUDY REFERENCES, AND ESSAY-TYPE QUESTIONS. A TRADE ANALYSIS AND PROGRAM RECORD FORM PROVIDES FOR RECORDING PROGRESS IN JOB EXPERIENCES AND RELATED STUDY. THE MAJOR AREAS ARE: (1) ENGINE, (2) COOLING SYSTEM, (3) TRANSMISSION, (4) BRAKES, (5) FUEL AND IGNITION SYSTEMS, (6) ACCESSORIES, (7) FRONT END AND TIRES, (8) CRANKCASE AND EXHAUST SYSTEM AND VENTILATION SYSTEM, AND (9) ELECTRICAL SYSTEM. FOR USE BY STUDENTS IN GRADES 10, 11, AND 12 IN AREA VOCATIONAL OR COMPREHENSIVE HIGH SCHOOLS, THIS MATERIAL REQUIRES 1 HOUR PER DAY FOR 2 YEARS. REFERENCE BOOKS ARE LISTED IN THE BIBLIOGRAPHY. THIS DOCUMENT IS AVAILABLE FOR $1.50 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. AN ANSWER BOOK (VT 003 121) IS AVAILABLE FOR $1.00 FROM THE SAME SOURCE. (HC)

VT 003 122
PASS, WILLIAM A.
PHOTOGRAPHY, A STUDY GUIDE AND PROGRESSION RECORD IN PHOTOGRAPHY FOR USE IN A COOPERATIVE TRAINING PROGRAM. (FILE, NO. 311).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($2.25).
PUB DATE - APR66 102P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PHOTOGRAPHY; GRADE 11; GRADE 12; STUDENT RECORDS; COOPERATIVE EDUCATION

ABSTRACT - JOB SHEETS IN THIS GUIDE DIRECT INDIVIDUAL STUDY IN COOPERATIVE EDUCATION PROGRAMS IN PHOTOGRAPHY. THE STUDY GUIDE WAS DEVELOPED BY TRADE AND INDUSTRIAL COORDINATORS, SUBJECT MATTER SPECIALISTS, AND TEACHER EDUCATORS AND WAS TESTED BY USE IN HIGH SCHOOL PROGRAMS. EACH OF THE 86 JOB SHEETS CONTAINS A JOB TITLE, RELATED STUDY REFERENCES, AND ESSAY-TYPE QUESTIONS. A TRADE ANALYSIS AND PROGRESS RECORD FORM PROVIDES SPACE FOR RECORDING STUDENT TEST GRADES, JOB EXPERIENCES, AND COMPLETED RELATED STUDY. REPRESENTATIVE JOBS SHEET TITLES ARE: (1) OPERATE A TWIN-LENS REFLEX CAMERA, (2) CALIBRATE A LENS, (3) CALCULATE DEPTH OF FIELD, (4) USE DEVELOPERS, (5) GLAZE PRINTS, (6) MAKE LARGE PRINTS, AND (7) HAND COLOR A PRINT OR ENLARGEMENT. THE MATERIAL IS DESIGNED FOR USE BY HIGH SCHOOL STUDENTS FOR 1 HOUR PER DAY IN A 2-YEAR PROGRAM IN AREA VOCATIONAL OR COMPREHENSIVE HIGH SCHOOLS. TWO CORRELATED TEXTS AND SUPPLEMENTARY REFERENCE MATERIALS ARE LISTED IN THE BIBLIOGRAPHY. AN ANSWER BOOK (VT 003 123) IS AVAILABLE FROM THE SAME SOURCE FOR $2.00. (HC)

VT 003 129
SOMMER, CY
BAKING, RELATED SCIENCE AND TRADE INFORMATION, PART I - INGREDIENTS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - MAR67 233P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *BAKERS; FOOD; HIGH SCHOOLS

ABSTRACT - FOR STUDENT USE, THIS STUDY GUIDE PROVIDES A TEXT FOR 1 YEAR OF RELATED INSTRUCTION IN BAKING IN A VOCATIONAL HIGH SCHOOL PROGRAM. IT WAS DEVELOPED ON THE LOCAL LEVEL BY THE AUTHOR WITH OTHER INSTRUCTORS AND TESTED IN THE CLASSROOM. UNITS ARE--(1) FLOUR, (2) YEAST AND FERMENTATION, (3) CHEMICAL LEAVENING, (4) SALT, (5) WATER, (6) SUGAR AND OTHER SWEETENERS, (7) EGGS AND EGG PRODUCTS, (8) SHORTENING AND OTHER BAKING FATS, (9) MILK AND MILK PRODUCTS, (10) STARCHES, (11) CHOCOLATE AND COCOA, AND (12)

GUMS AND STABILIZERS. THE TEACHER SHOULD BE CERTIFIED, HAVE A SCIENCE BACKGROUND, AND BE EXPERIENCED IN BAKING. THE STUDENT MUST HAVE GUIDANCE APPROVAL AND BE INTERESTED IN BAKING AS AN OCCUPATION. EACH UNIT IS ACCOMPANIED BY AN OBJECTIVE-TYPE SELF-ADMINISTERING TEST. SPACE IS PROVIDED FOR STUDENT NOTE TAKING, AND RECOMMENDED REFERENCES ARE LISTED. (MS)

VT 003 130
PORGES, FREDERICK; GLASSETT, ROBERT
MAJOR APPRENTICEABLE TRADES IN NEW JERSEY, OUTLINES OF RELATED SUBJECTS, VOLUME 2.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
PUB DATE - JUL61 283P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; CARPENTERS; DRAFTSMEN; ELECTRIC MOTOR REPAIRMEN; FLOOR LAYERS; MOLDERS; COREMAKERS; ELECTRICIANS; TOOL AND DIE MAKERS; *APPRENTICESHIPS

ABSTRACT - THE DEVELOPMENT OF COURSE OUTLINES FOR INSTRUCTION IN RELATED SUBJECTS FOR MAJOR APPRENTICEABLE TRADES REPRESENTS THE COMPLETION OF THE SECOND STEP IN A THREE-STEP PROGRAM TO ORGANIZE APPRENTICE TRAINING MATERIALS. THE FIRST STEP WAS THE PUBLICATION OF "OUTLINE OF BASIC WORK PROCESSES FOR FIFTY-THREE MAJOR APPRENTICEABLE TRADES IN NEW JERSEY." THE FINAL STEP WILL BE THE PREPARATION OF RELATED INSTRUCTION COURSE MATERIALS BASED ON THE COURSE OUTLINES. THE OUTLINES WERE DEVELOPED BY A COMMITTEE OF APPRENTICE COORDINATORS AND REVIEWED BY PERSONNEL IN THE TRADES AND INDUSTRIES INVOLVED. THIS VOLUME OF A SIX-VOLUME SET INCLUDES COURSE OUTLINES FOR RELATED INSTRUCTION IN APPRENTICE TRAINING PROGRAMS FOR THE CARPENTER, DIE SINKER, MECHANICAL DRAFTSMAN, ELECTRICIAN, ELECTRIC MOTOR REPAIRMAN, FLOOR COVERER, FOUNDRYMAN-COREMAKER, AND FOUNDRYMAN-MOULDER. EACH OUTLINE IS DESIGNED TO GUIDE THE USE OF COURSE MATERIAL BY TEACHERS WITH ADEQUATE BACKGROUNDS IN THE SUBJECT MATTER FIELD. COURSES OUTLINED FOR EACH YEAR OF TRAINING ARE: (1) SAFETY, (2) INDUSTRIAL AND LABOR RELATIONS, (3) APPLIED MATHEMATICS, (4) BLUEPRINT AND DIAGRAM READING, (5) APPLIED SCIENCE, AND (6) TRADE THEORY. TIME ALLOTMENT IS 432 HOURS FOR THE 3-YEAR AND 576 HOURS FOR THE 4-YEAR PROGRAMS. (HC)

VT 003 131
PORGES, FREDERICK; GLASSETT, ROBERT
MAJOR APPRENTICEABLE TRADES IN NEW JERSEY, OUTLINES OF RELATED SUBJECTS, VOLUME I.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($9.50 PER SET, WHICH INCLUDES VT 003 130, VT 003 133, VT 003 134, VT 003 135, AND VT 003 136).
PUB DATE - JUL61 201P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; AUTO BODY REPAIRMEN; AUTOMOTIVE MACHINISTS; AUTO MECHANICS (OCCUPATION); BAKERS; BOOKBINDERS; CABINETMAKERS; *APPRENTICESHIPS

ABSTRACT - THE DEVELOPMENT OF THE COURSE OUTLINES FOR INSTRUCTION IN RELATED SUBJECTS FOR MAJOR APPRENTICEABLE TRADES REPRESENTS THE COMPLETION OF THE SECOND STEP IN A THREE-STEP PROGRAM TO ORGANIZE APPRENTICE TRAINING MATERIALS. THE FIRST STEP WAS THE PUBLICATION OF "OUTLINE OF BASIC WORK PROCESSES FOR FIFTY-THREE MAJOR APPRENTICEABLE TRADES IN NEW JERSEY." THE FINAL STEP WILL BE THE PREPARATION OF RELATED INSTRUCTION COURSE MATERIALS BASED ON THE COURSE OUTLINES. THE OUTLINES WERE DEVELOPED BY A COMMITTEE OF APPRENTICE COORDINATORS AND REVIEWED BY PERSONNEL IN THE TRADES AND INDUSTRIES INVOLVED. THIS VOLUME OF A SIX-VOLUME SET INCLUDES COURSE OUTLINES FOR RELATED INSTRUCTION FOR APPRENTICE TRAINING PROGRAMS FOR THE AUTOMOTIVE BODY AND FENDER MECHANIC, AUTOMOTIVE MACHINIST, AUTOMOTIVE MECHANIC, BAKER, BOOKBINDER, AND CABINETMAKER. EACH OUTLINE IS DESIGNED TO GUIDE THE USE OF COURSE MATERIALS BY TEACHERS WITH ADEQUATE BACKGROUND IN THE SUBJECT MATTER FIELD. COURSES OUTLINED FOR EACH PROGRAM ARE: (1) SAFETY, (2) INDUSTRIAL AND LABOR RELATIONS, (3) APPLIED MATHEMATICS, (4) BLUEPRINT AND DIAGRAM READING, (5) APPLIED SCIENCE, AND (6) TRADE THEORY. THE TIME ALLOTMENT FOR RELATED INSTRUCTION IS 432 HOURS FOR THE 3-YEAR AND 576 HOURS FOR THE 4-YEAR PROGRAMS. (HC)

VT 003 132
FURNITURE UPHOLSTERY AND REPAIR, A STUDY GUIDE AND PROGRESSION RECORD FOR FURNITURE UPHOLSTERY AND REPAIR STUDENTS IN A COOPERATIVE TRAINING PROGRAM. (FILE, NO. 363-R).

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.50).
PUB DATE - SEP66 107P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FURNITURE UPHOLSTERERS; HOME FURNISHINGS; HIGH SCHOOLS; *COOPERATIVE EDUCATION; STUDENT RECORDS

ABSTRACT - THE PURPOSE OF THIS GUIDE IS TO DIRECT THE RELATED STUDY OF HIGH SCHOOL STUDENTS IN COOPERATIVE TRAINING PROGRAMS IN AREA VOCATIONAL OR COMPREHENSIVE HIGH SCHOOLS. IT WAS DEVELOPED BY A COMMITTEE OF TRADE AND INDUSTRIAL COORDINATORS. THE CONTENTS INCLUDE--(1) READING ASSIGNMENTS AND ESSAY-TYPE QUESTIONS KEYED TO SIX TESTS CITE IN THE BIBLIOGRAPHY, (2) AN 87-ITEM TRADE ANALYSIS FOR FURNITURE UPHOLSTERY AND REPAIR AND (3) FORMS FOR RECORDING CLASS AND ON-THE-JOB PROGRESS. UNITS ARE--(1) HISTORY OF FURNITURE, (2) TOOLS AND EQUIPMENT, (3) SPRINGING UP, (4) BODY WORK, (5) STUFFING, (6) COVERS, (7) TUFTING AND BUTTONING, (8) PANELING AND TRIMMING, (9) TYPICAL JOBS, (10) OLD FINISH, (11) NEW FINISH, (12) SPECIAL JOBS, AND (13) WOODWORKING. THE GUIDE WAS

INTENDED FOR A COURSE MEETING 1 HOUR PER DAY FOR 2 YEARS. ANSWERS ARE AVAILABLE (VT 003 127). (EM)

VT 003 133
PORGES, FREDERICK; GLASSETT, ROBERT
MAJOR APPRENTICEABLE TRADES IN NEW JERSEY, OUTLINES OF BASIC WORK PROCESSES.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($9.50 PER SET WHICH INCLUDES VT 003 130, VT 003 131, VT 003 134, VT 003 135, AND VT 003 136).
PUB DATE - JUL66 219P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; JOB ANALYSIS; *SKILLED OCCUPATIONS; *JOB SKILLS; *APPRENTICESHIPS

ABSTRACT - THE ANALYSES OF JOB PROCESSES FOR 53 APPRENTICEABLE TRADES IN THIS VOLUME REPRESENT THE FIRST IN A THREE-STEP PROGRAM TO ANALYZE TRAINING NEEDS AND TO ORGANIZE APPRENTICE TRAINING MATERIALS. THE SECOND STEP WAS THE PREPARATION OF DETAILED RELATED INSTRUCTION COURSE OUTLINES FOR EACH TRADE. THE THIRD STEP WILL BE THE PREPARATION OF RELATED INSTRUCTION COURSE MATERIALS BASED ON THE OUTLINES. THE JOB PROGRESSION OUTLINES WERE DEVELOPED BY A COMMITTEE OF APPRENTICE COORDINATORS UNDER THE DIRECTION OF A CURRICULUM SPECIALIST AND REVIEWED BY PERSONNEL IN THE TRADES AND INDUSTRIES INVOLVED. THE TRADES SELECTED FOR ANALYSIS WERE THOSE WHICH PAST RECORDS INDICATE ARE MOST LIKELY TO BE INVOLVED IN REQUESTS FOR APPRENTICE TRAINING APPROVALS AND FOR WHICH RELATED INSTRUCTION MATERIALS MUST BE PREPARED OR PROVIDED. THE MATERIALS ARE INTENDED FOR USE BY LOCAL DIRECTORS OF VOCATIONAL EDUCATION AND APPRENTICE COORDINATORS WHO ARE RESPONSIBLE FOR THE APPROVAL OF ESTABLISHMENTS FOR APPRENTICE TRAINING AND WHO ARE EXPECTED TO PROVIDE APPROPRIATE RELATED INSTRUCTION FOR APPRENTICES. (HC)

VT 003 134
PORGES, FREDERICK; GLASSETT, ROBERT
MAJOR APPRENTICEABLE TRADES IN NEW JERSEY, OUTLINES OF RELATED SUBJECTS, VOLUME 5.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($9.50 ALSO INCLUDES VT 003 130, VT 003 131, VT 003 133, VT 003 134, AND VT 003 135).
PUB DATE - JUL61 302P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; PRINTERS; TELEVISION REPAIRMEN; REFRIGERATION MECHANICS; ROOFERS; SHEET METAL WORKERS; PIPE FITTERS; TOOL AND DIE MAKERS; FURNITURE UPHOLSTERERS; WATCHMAKERS; *APPRENTICESHIPS

ABSTRACT - THE DEVELOPMENT OF COURSE OUTLINES FOR INSTRUCTION IN RELATED SUBJECTS FOR MAJOR APPRENTICEABLE TRADES REPRESENTS THE COMPLETION OF THE SECOND STEP IN A THREE-STEP PROGRAM TO ORGANIZE APPRENTICE TRAINING MATERIALS. THE FIRST STEP WAS THE PUBLICATION OF "OUTLINE OF BASIC WORK PROCESSES FOR FIFTY-THREE MAJOR APPRENTICEABLE TRADES IN NEW JERSEY." THE FINAL STEP WILL BE THE PREPARATION OF RELATED INSTRUCTION COURSE MATERIALS BASED ON THE COURSE OUTLINES. THE OUTLINES WERE DEVELOPED BY A COMMITTEE OF APPRENTICE COORDINATORS AND REVIEWED BY PERSONNEL IN THE TRADES AND INDUSTRIES INVOLVED. THIS VOLUME OF A SIX-VOLUME SET INCLUDES COURSE OUTLINES FOR RELATED INSTRUCTION IN APPRENTICE TRAINING PROGRAMS FOR THE PRINTING TRADESMAN, RADIO AND TELEVISION REPAIRMAN, REFRIGERATION AND AIR CONDITIONING MECHANIC, ROOFER, SHEET METAL MECHANIC, SPRINKLER FITTER, TOOL AND DIE MAKER, UPHOLSTERER, AND WATCH REPAIRMAN. EACH OUTLINE IS DESIGNED TO GUIDE THE USE OF COURSE MATERIAL BY TEACHERS WITH ADEQUATE BACKGROUND IN THE SUBJECT MATTER FIELD. COURSES OUTLINED FOR EACH PROGRAM ARE: (1) SAFETY, (2) INDUSTRIAL AND LABOR RELATIONS, (3) APPLIED MATHEMATICS, (4) BLUEPRINT AND DIAGRAM READING, (5) APPLIED SCIENCE, AND (6) TRADE THEORY. TIME ALLOTMENT IS 452 HOURS FOR THE 3-YEAR, 576 HOURS FOR THE 4-YEAR, AND 864 HOURS FOR THE 6-YEAR PROGRAMS. (HC)

VT 003 135
PORGES, FREDERICK; GLASSETT, ROBERT
MAJOR APPRENTICEABLE TRADES IN NEW JERSEY, OUTLINES OF RELATED SUBJECTS, VOLUME 4.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($9.50 PER SET ALSO INCLUDES VT 003 130, VT 003 131, VT 003 133, VT 003 134, AND VT 003 136).
PUB DATE - JUL61 269P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; MILLWRIGHTS; OIL BURNER SERVICEMEN; PAINTERS; PATTERN MAKERS (WOOD); PHOTOENGRAVERS; PIPEFITTERS; PLASTERERS; PLUMBERS; *APPRENTICESHIPS

ABSTRACT - THE DEVELOPMENT OF COURSE OUTLINES FOR INSTRUCTION IN RELATED SUBJECTS FOR MAJOR APPRENTICEABLE TRADES REPRESENTS THE COMPLETION OF THE SECOND STEP IN A THREE-STEP PROGRAM TO ORGANIZE APPRENTICE TRAINING MATERIALS. THE FIRST STEP WAS THE PUBLICATION OF "OUTLINE OF BASIC WORK PROCESSES FOR FIFTY-THREE MAJOR APPRENTICEABLE TRADES IN NEW JERSEY." THE FINAL STEP WILL BE THE PREPARATION OF RELATED INSTRUCTION COURSE MATERIALS BASED ON THE COURSE OUTLINES. THE OUTLINES WERE DEVELOPED BY A COMMITTEE OF APPRENTICE COORDINATORS AND REVIEWED BY PERSONNEL IN THE TRADES AND INDUSTRIES INVOLVED. THIS VOLUME OF A SIX-VOLUME SET INCLUDES COURSE OUTLINES FOR RELATED SUBJECTS FOR THE FOLLOWING APPRENTICE TRAINING

PROGRAMS: MILLWRIGHT, OIL BURNER MECHANIC, PAINTER, PATTERN MAKER (WOOD), PHOTOENGRAVER, PIPEFITTER-STEAMFITTER, PLASTERER, AND PLUMBER. EACH OUTLINE IS DESIGNED TO GUIDE THE USE OF COURSE MATERIAL BY TEACHERS WITH ADEQUATE BACKGROUND IN THE SUBJECT MATTER FIELD. COURSES OUTLINED FOR EACH PROGRAM ARE: (1) SAFETY, (2) INDUSTRIAL AND LABOR RELATIONS, (3) APPLIED MATHEMATICS, (4) BLUEPRINT AND DIAGRAM READING, (5) APPLIED SCIENCE, AND (6) TRADE THEORY. SEPARATE COURSE OUTLINES ARE PROVIDED FOR EACH YEAR OF APPRENTICE TRAINING WITH A 432-HOUR TIME ALLOTMENT FOR THE 3-YEAR, 576 HOURS FOR THE 4-YEAR, 720 HOURS FOR THE 5-YEAR, AND 864 HOURS FOR THE 6-YEAR PROGRAMS. (HC)

VT 003 136
PORGES, FREDERICK; GLASSETT, ROBERT
MAJOR APPRENTICEABLE TRADES IN NEW JERSEY, OUTLINES OF RELATED SUBJECTS, VOLUME 3.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($9.50) PER SET ALSO INCLUDES VT 003 130, VT 003 131,VT 003 133, VT 003 134, AND VT 003 135).
PUB DATE - JUL61 239P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; GLAZIERS; INSTRUMENT MECHANICS; STRUCTURAL STEEL WORKERS; LEAD BURNERS; MACHINISTS; BRICKLAYERS; MEATCUTTERS; MILLMEN; *APPRENTICESHIPS

ABSTRACT - THE DEVELOPMENT OF COURSE OUTLINES FOR INSTRUCTION IN RELATED SUBJECTS FOR MAJOR APPRENTICEABLE TRADES REPRESENTS THE COMPLETION OF THE SECOND STEP IN A THREE-STEP PROGRAM TO ORGANIZE APPRENTICE TRAINING MATERIALS. THE FIRST STEP WAS THE PUBLICATION OF "OUTLINE OF BASIC WORK PROCESSES FOR FIFTY-THREE MAJOR APPRENTICEABLE TRADES IN NEW JERSEY." THE FINAL STEP WILL BE THE PREPARATION OF RELATED INSTRUCTION COURSE MATERIALS BASED ON THE COURSE OUTLINES. THE OUTLINES WERE DEVELOPED BY A COMMITTEE OF APPRENTICE COORDINATORS AND REVIEWED BY PERSONNEL IN THE TRADES AND INDUSTRIES INVOLVED. THIS VOLUME OF A SIX-VOLUME SET INCLUDES COURSE OUTLINES FOR RELATED INSTRUCTION. APPRENTICE TRAINING PROGRAMS FOR THE GLAZIER, INSTRUMENT MECHANIC, IRONWORKER, LEAD MILLMAN. EACH OUTLINE IS DESIGNED TO GUIDE THE USE OF COURSE MATERIAL BY TEACHERS WITH ADEQUATE BACKGROUND IN THE SUBJECT MATTER FIELD. COURSES OUTLINED FOR EACH YEAR OF TRAINING ARE: (1) SAFETY, (2) INDUSTRIAL AND LABOR RELATIONS, (3) APPLIED MATHEMATICS, (4) BLUEPRINT AND DIAGRAM READING, (5) APPLIED SCIENCE, AND (6) TRADE THEORY. TIME ALLOTMENT IS 432 HOURS FOR THE 3-YEAR AND 576 HOURS FOR THE 4-YEAR PROGRAMS. (HC)

VT 003 143
GUIDE FOR COURSE OF STUDY FOR AUTOMOBILE MECHANIC (ENTRY).

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE
TENNESSEE VOCATIONAL CURRICULUM LABORATORY, MURFREESBORO
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 (SINGLE COPIES $3.00).
PUB DATE - 65 149P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION; *MDTA PROGRAMS

ABSTRACT - THE COURSE OUTLINE IN THIS GUIDE IS FOR TEACHER USE IN ENTRY LEVEL INSTRUCTION IN (1) TROUBLESHOOTING, (2) REPAIR, (3) REPLACEMENT OF PARTS, UNIT ASSEMBLIES, AND CIRCUITS, (4) DISASSEMBLY AND ASSEMBLY, AND (5) USE OF FLOOR TOOLS, TEST EQUIPMENT, AND MACHINES, WITH EMPHASIS ON SAFETY. THE MATERIAL WAS DEVELOPED BY TRADE AND INDUSTRIAL EDUCATION INSTRUCTORS AND ORGANIZED BY A TECHNICAL WRITER FOR TRAINING AUTO MECHANICS IN MANPOWER DEVELOPMENT AND TRAINING PROGRAMS. THE SECTIONS OF INSTRUCTION ARE: (1) INTRODUCTION WHICH INCLUDES ORIENTATION, SAFETY, AND SURVEY OF SHOP AND EQUIPMENT, (2) TOOLS, TOOL ROOM, AND MISCELLANEOUS PARTS, (3) THE AUTOMOBILE CHASSIS, (4) AUTOMOTIVE ELECTRICITY AND ELECTRIC SERVICE, (5) THE ENGINE AND ASSOCIATED SYSTEMS, (6) THE POWER TRAIN (DRIVE TRAIN), (7) WHEELS, TIRES, AND BRAKES, (8) THE AUTOMOTIVE BODY, (9) AUTOMOBILE ACCESSORIES, (10) GENERAL LUBRICATION, AND (11) RELATED MATH. THE SECTIONS ARE DIVIDED INTO UNITS WHICH CONTAIN THE OBJECTIVES AND INSTRUCTIONAL OUTLINES. EACH UNIT IS KEYED TO LECTURE, DISCUSSION, DEMONSTRATION, PRACTICAL APPLICATION, AND TEST METHODS OF INSTRUCTION. THE COURSE WAS DEVELOPED FOR 1,440 HOURS OF INSTRUCTION WITH 360 HOURS DEVOTED TO PRE-VOCATIONAL AND REMEDIAL EDUCATION. THE TIME ALLOTMENT AND SEQUENCE OF THE SECTIONS AND UNITS MAY VARY ACCORDING TO TRAINEE ABILITY. THE TEACHER SHOULD BE A SKILLED AUTO MECHANIC WITH TEACHER TRAINING. THE APPENDIXES ARE SUGGESTED TOOL LIST AND GENERAL REVIEW OF COURSE (TEST). SUGGESTED REFERENCES, FILMS, BULLETINS, AND RESOURCE PROGRAMS ARE INCLUDED. (HC)

VT 003 151
WELDING MATHEMATICS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 65 62P.

DESCRIPTORS - *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *PRACTICAL MATHEMATICS; *WELDING; POST SECONDARY EDUCATION

ABSTRACT - MATHEMATICS EXERCISES IN THIS WORKBOOK ARE RELATED TO STUDY GUIDES "WELDING, UNITS I, II, AND III" (VT 003 154) AND COVER 24 LESSONS IN WHOLE NUMBERS, FRACTIONS, AND DECIMAL FRACTIONS. EACH MAJOR UNIT CONTAINS AN EXAMINATION. EACH SET OF EXERCISES CONTAINS FROM EIGHT TO 25 PROBLEMS. IT WAS PREPARED BY A COMMITTEE OF INSTRUCTORS

FOR USE WITH THE POST-SECONDARY WELDING COURSE COVERING OXYACETYLENE AND ARC WELDING. (EM)

VT 003 154
WELDING, UNIT I - OXYACETYLENE CUTTING, UNIT II - OXYACETYLENE WELDING, JOB SHEETS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 67 88P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDING; POST SECONDARY EDUCATION

ABSTRACT - CONTENTS OF THIS STUDY GUIDE INCLUDE: (1) 24 MATHEMATICS ASSIGNMENTS, (2) 16 BLUEPRINT READING ASSIGNMENTS, (3) 20 RELATED READING ASSIGNMENTS, AND (4) 20 JOB SHEETS. IT WAS DEVELOPED BY A COMMITTEE OF INSTRUCTORS. MATHEMATICS ASSIGNMENTS IN THIS DOCUMENT ARE KEYED TO "WELDING MATHEMATICS" (VT 003 151). READING ASSIGNMENTS AND JOB SHEETS ARE KEYED TO SIX CITED TEXTS. STUDENTS SHOULD BE HIGH SCHOOL GRADUATES PREPARING TO BE WELDERS. ILLUSTRATIONS ARE LINE DRAWINGS AND PHOTOGRAPHS. A COMPANION GUIDE COVERING ARC WELDING (VT 003 155), TESTS (VT 003 153), AND TEST ANSWERS (VT 003 152) ARE ALSO AVAILABLE. (EM)

VT 003 155
WELDING, UNIT III - ARC WELDING, JOB SHEETS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 67 148P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDING; POST SECONDARY EDUCATION

ABSTRACT - CONTENTS OF THIS STUDY GUIDE ARE 41 ARC WELDING JOB SHEETS EACH OF WHICH GIVES: (1) READING ASSIGNMENTS KEYED TO EIGHT CITED TEXTS, (2) VOCABULARY ASSIGNMENTS KEYED TO ONE OF THE TEXTS, (3) JOB OBJECTIVE, AND (4) JOB PROCEDURE. IT WAS DEVELOPED BY A COMMITTEE OF INSTRUCTORS. ASSIGNMENTS FOR WELDING MATHEMATICS AND BLUEPRINT READING REFERRED TO ARE IN "WELDING UNIT I-OXYACETYLENE CUTTING, UNIT II-OXYACETYLENE WELDING, JOB SHEETS" (VT 003 154) AND "WELDING MATHEMATICS" (VT 003 151). STUDENTS SHOULD BE HIGH SCHOOL GRADUATES PREPARING TO BE WELDERS. ILLUSTRATIONS ARE LINE DRAWINGS AND PHOTOGRAPHS. TESTS (VT 003 153) AND TEXT ANSWERS (VT 003 152) ARE ALSO AVAILABLE. (EM)

VT 003 156
SMALL ENGINES MECHANICS, UNITS I-VI, RELATED STUDY ASSIGNMENTS, JOB SHEETS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 (SINGLE COPY ONLY, $2.00).
PUB DATE - 66 360P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SMALL ENGINE MECHANICS; *ENGINES; POSTSECONDARY EDUCATION

ABSTRACT - THE BASIC FUNDAMENTALS OF SMALL ENGINE REPAIR ARE PRESENTED IN THIS STUDY GUIDE DESIGNED FOR TRADE SCHOOL PREPARATORY PROGRAMS. THE MATERIALS WERE DEVELOPED BY AN INDIVIDUAL AUTHOR AND TESTED IN SHOP PROGRAMS. UNITS OF INSTRUCTION INCLUDE (1) BASIC REPAIR SKILLS, (2) ENGINE FUNDAMENTALS, (3) FUEL SYSTEMS, (4) MAGNETO IGNITION, (5) STARTING SYSTEMS, AND (6) ENGINE OVERHAUL. RELATED STUDY ASSIGNMENTS WITHIN EACH UNIT PROVIDE BACKGROUND INFORMATION, INSTRUCTIONAL MATERIAL WITH ILLUSTRATIONS, RELATED STUDY REFERENCES, AND REFERENCE STUDY QUESTIONS. TESTS TO FOLLOW EACH ASSIGNMENT ARE AVAILABLE. JOB EXPERIENCES ARE DIRECTED BY JOB SHEETS WHICH INCLUDE AN INTRODUCTION TO THE JOB, REFERENCES, A LIST OF TOOLS AND MATERIALS, JOB PROCEDURES, PRECAUTIONS, AND QUESTIONS FOR REVIEWING THE JOB PERFORMED. RELATED MATHEMATICS INSTRUCTION AND PROBLEM SHEETS ARE PROVIDED AS NEEDED. THE COURSE WAS DESIGNED FOR POST-SECONDARY STUDENTS WHO ARE SEEKING EMPLOYMENT AS SMALL ENGINE MECHANICS. THE INSTRUCTOR SHOULD BE SKILLED IN SMALL ENGINE REPAIR. REQUIRED TEXTBOOKS ARE LISTED IN THE BIBLIOGRAPHY. FUNDAMENTALS FOR THE REPAIR OF EQUIPMENT USING SMALL ENGINES IS PRESENTED IN "SMALL ENGINES MECHANICS, UNITS VII-XIII" (VT 003 159). UNIT TESTS FOR BOTH VOLUMES ARE GIVEN IN "SMALL ENGINES MECHANICS, UNITS I-XIII, TESTS" (VT 003 157). ANSWERS FOR THE UNIT TESTS ARE GIVEN IN VT 003 158. (HC)

VT 003 159
SMALL ENGINES MECHANICS, UNITS VII-XIII, RELATED STUDY ASSIGNMENTS, JOB SHEETS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 (SINGLE COPY ONLY, $2.00).
PUB DATE - 66 151P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SMALL ENGINE MECHANICS; *EQUIPMENT; ENGINES; POSTSECONDARY EDUCATION

ABSTRACT - BASIC FUNDAMENTALS FOR THE REPAIR OF EQUIPMENT RELATED TO AND USING SMALL ENGINES ARE PRESENTED IN THIS STUDY GUIDE. THE MATERIALS WERE PREPARED AND TESTED IN SHOP SITUATIONS BY AN INDIVIDUAL AUTHOR FOR US IN TRADE SCHOOL PREPARATORY PROGRAMS. UNITS OF INSTRUCTION INCLUDE (1) CLUTCHES AND DRIVE MECHANISMS, (2) GRASS CUTTING EQUIPMENT, (3) REFINISHING, (4) CHAIN SAW, (5) PUMPS, (6) OUTBOARD ENGINE FUEL SYSTEMS, AND (7) OUTBOARD ENGINE IGNITION. RELATED STUDY ASSIGNMENTS WITHIN EACH UNIT PROVIDE BACKGROUND INFORMATION, INSTRUCTIONAL MATERIAL WITH ILLUSTRATIONS, RELATED STUDY REFERENCES, AND REFERENCE STUDY QUESTIONS.

TESTS TO FOLLOW EACH ASSIGNMENT ARE AVAILABLE. JOB EXPERIENCES ARE DIRECTED BY JOB SHEETS WHICH INCLUDE AN INTRODUCTION TO THE JOB, REFERENCES, A LIST OF TOOLS AND MATERIALS, JOB PROCEDURES, PRECAUTIONS, AND QUESTIONS FOR REVIEWING THE JOB PERFORMED. THE COURSE WAS DESIGNED FOR POST-SECONDARY STUDENTS WHO ARE SEEKING EMPLOYMENT AS SMALL ENGINE MECHANICS. REQUIRED TEXTBOOKS ARE LISTED IN THE BIBLIOGRAPHY. FUNDAMENTALS FOR THE REPAIR OF SMALL ENGINES ARE PRESENTED IN "SMALL ENGINE MECHANICS, UNITS I-VI" (VT 003 156). UNIT TESTS FOR BOTH VOLUMES ARE GIVEN IN "SMALL ENGINES MECHANICS, UNITS I-XIII, TESTS" (VT 003 157). ANSWERS FOR THE UNIT TESTS ARE GIVEN IN VT 003 158. (HC)

VT 003 160 ED 013 950
SMALL CRAFT OPERATION AND NAVIGATION, INSTRUCTOR'S GUIDE.

LOUISIANA STATE DEPT. OF EDUCATION, BATON ROUGE.
LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES.
PUB DATE - 60 52P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *BOATMEN; *CURRICULUM GUIDES; *NAVIGATION; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE MATERIAL IN THIS COURSE IN MARINE NAVIGATION AND SMALL CRAFT OPERATION ON INLAND AND INTERNATIONAL WATERS WAS DEVELOPED BY AN INDIVIDUAL AUTHOR FOR USE IN TRADE SCHOOL PREPARATORY AND EXTENSION CLASSES FOR MALE ADULTS WHO PLAN TO OPERATE BOATS. THE OBJECTIVE IS TO PREPARE THE SMALL BOAT OPERATOR FOR HIS OWN CONTINUATION IN THE STUDY OF NAVIGATION. THE COURSE IS PRIMARILY CONCERNED WITH TECHNIQUES OF OFF-SHORE NAVIGATION ENCOUNTERED BY THE FISHING INDUSTRIES IN THE GULF OF MEXICO. THE INSTRUCTIONAL MATERIALS ARE -- (1) RULES AND REGULATIONS (12 - 15 HOURS), (2) AIDS TO NAVIGATION (15 - 18 HOURS), AND (3) THE MARINE COMPASS AND PILOTING (9 - 12 HOURS). EACH PART HAS AN INSTRUCTIONAL OUTLINE AND LESSON PLANS. EACH LESSON PLAN PROVIDES OBJECTIVES, INSTRUCTIONAL MATERIALS REQUIRED, INTRODUCTION, OUTLINE, AND CLASSROOM ACTIVITIES GROUPED BY 1-HOUR PERIODS WITHIN EACH 3-HOUR CLASS TIME ALLOTMENT. THE COURSE IS DESIGNED FOR INEXPERIENCED OPERATORS BUT IS COMPREHENSIVE ENOUGH FOR THOSE WITH SOME EXPERIENCE IN OPERATION AND NAVIGATION. THE INSTRUCTOR MUST BE SKILLED IN BOAT OPERATION AND NAVIGATION. THE PRIMARY TEXT FOR THE COURSE IS "CHAPMAN'S PILOTING SEAMANSHIP AND SMALL BOAT HANDLING." THIS GUIDE IS AVAILABLE FOR $2.00 IN SINGLE COPIES FROM VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457. A STUDENT REFERENCE TEXTBOOK (VT 003 171) IS ALSO AVAILABLE FROM THE SAME SOURCE. (HC)

VT 003 161
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR POWER SAW MAN (LOGGING) (ENTRY).

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE
TENNESSEE VOCATIONAL CURRICULUM LABORATORY, MURFREESBORO
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 (SINGLE COPIES, $1.00).
PUB DATE - 66 32P.

DESCRIPTORS - *CURRICULUM GUIDES; TRADE AND INDUSTRIAL EDUCATION; *LOGGERS; ADULT VOCATIONAL EDUCATION; BIBLIOGRAPHIES; REFERENCE MATERIALS; FILMS; *MDTA PROGRAMS

ABSTRACT - THE PURPOSE OF THIS OUTLINE IS TO SERVE AS A GUIDE FOR TRAINING POWER SAW OPERATORS BY DEVELOPING KNOWLEDGE, SKILLS, AND ATTITUDES NEEDED. IT WAS PREPARED BY A TECHNICAL WRITER AND INSTRUCTORS. CONTENTS OF THE GUIDE ARE: (1) A COURSE OUTLINE, (2) TIME ALLOTMENT, (3) METHODS OF INSTRUCTION, (4) BIBLIOGRAPHY OF REFERENCES AND FILMS, AND (5) GLOSSARY. UNITS INCLUDE: (1) FIRST AID, (2) CARE AND MAINTENANCE OF POWER SAWS, (3) FELLING, LIMBING, AND BUCKING, (4) LOADING, HAULING, AND MARKETING, AND (5) RELATED AND REMEDIAL TRAINING. TIME NEEDED FOR THE COURSE IS 320 HOURS LESS 80 HOURS FOR REMEDIAL EDUCATION. SUBJECT MATTER IS APPLICABLE IN PULPWOOD INDUSTRIAL AREAS. STUDENTS SHOULD BE SELECTED ON THE BASIS OF MANPOWER DEVELOPMENT AND TRAINING ACT CRITERIA. THE TEACHER SHOULD BE OCCUPATIONALLY COMPETENT AND HAVE TEACHER TRAINING. THE BIBLIOGRAPHY INCLUDES EIGHT REFERENCES AND TEN 16 MM FILMS. (EM)

VT 003 163
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR MACHINIST II, MACHINE SHOP, MACHINE SHOP -- MACHINE OPERATOR.

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE
TENNESSEE VOCATIONAL CURRICULUM LABORATORY, MURFREESBORO
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 55P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE TOOL OPERATORS; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - THE PURPOSE OF THIS OUTLINE IS TO SERVE AS A FLEXIBLE GUIDE FOR THE INSTRUCTION OF MACHINE TOOL OPERATORS FOR ENTRY LEVEL JOBS. IT WAS PREPARED BY A TECHNICAL WRITER AIDED BY INSTRUCTORS. CONTENTS INCLUDE: (1) A COURSE OUTLINE, (2) TIME ALLOTMENT, (3) METHODS OF INSTRUCTION KEYED TO CONTENT, (4) A BIBLIOGRAPHY OF BOOKS, FILMS, AND SLIDES, AND (5) A GLOSSARY. THE OUTLINE COVERS BASIC HAND AND MACHINE TOOLS, SAFETY, AND RELATED MATHEMATICS. THE COURSE IS INTENDED TO COVER 2,000 HOURS OF WHICH 500 HOURS SHOULD BE DEVOTED TO PREVOCATIONAL AND REMEDIAL TRAINING. STUDENTS SHOULD BE SELECTED ON THE BASIS OF MANPOWER DEVELOPMENT AND TRAINING ACT CRITERIA. (EM)

VT 003 164
MCDONOUGH, FRANCES S.

GUIDE FOR COURSE OF STUDY FOR UPHOLSTERER.

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE
TENNESSEE VOCATIONAL CURRICULUM LABORATORY, MURFREESBORO
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 (SINGLE COPY ONLY, $2.00).
PUB DATE - 66 68P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FURNITURE UPHOLSTERERS; ADULT VOCATIONAL EDUCATION; *MDTA PROGRAMS

ABSTRACT - THE PURPOSE OF THIS GUIDE IS TO ASSIST TEACHERS IN TRAINING UPHOLSTERERS FOR ENTRY EMPLOYMENT IN EITHER JOB OR CUSTOMER SHOPS IN INDUSTRY. IT WAS DEVELOPED BY A SUPERVISOR FOR CURRICULUM DEVELOPMENT AIDED BY INSTRUCTORS. CONTENT INCLUDES A COURSE OUTLINE, TIME ALLOTMENT, INSTRUCTION METHODS, A BIBLIOGRAPHY, AND A GLOSSARY. MAJOR UNITS ARE: (1) INTRODUCTION TO THE UPHOLSTERER'S TRADE, (2) SHOP PROCEDURES, (3) UPHOLSTERING BASICS, (4) HISTORY OF FURNITURE AND UPHOLSTERY, (5) COLOR, AND (6) RELATED AND REMEDIAL TRAINING. THE COURSE REQUIRES 640 HOURS OF INSTRUCTION OF WHICH 160 HOURS SHOULD BE DEVOTED TO PREVOCATIONAL AND REMEDIAL EDUCATION. THE GUIDE IS INTENDED FOR USE IN MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) CLASSES AND STUDENTS SHOULD BE SELECTED ON THE BASIS OF MDTA CRITERIA. TEACHERS SHOULD BE OCCUPATIONALLY COMPETENT AND HAVE TEACHER TRAINING. (EM)

VT 003 168
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR AUTOMOBILE SERVICE STATION ATTENDANT (D. O. T. 915.867).

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 ($2.00, SINGLE COPY ONLY).
PUB DATE - 67 102P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE STATION ATTENDANTS; ADULT VOCATIONAL EDUCATION; REFERENCE MATERIALS
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - DESIGNED FOR TEACHERS USE, THIS CURRICULUM GUIDE FOR MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) PROGRAMS FOR SERVICE STATION EMPLOYEES WAS DEVELOPED BY TRADE AND INDUSTRIAL INSTRUCTORS, WRITTEN BY A TECHNICAL WRITER, AND TESTED ON SMALL GROUPS. THE GENERAL OBJECTIVES OF THE COURSE ARE TO DEVELOP SKILLS AND ATTITUDES REQUIRED FOR JOB ENTRY AND ADVANCEMENT, TO DEVELOP ABILITY TO KNOW AND FOLLOW SAFETY RULES AND PRACTICES, AND TO DEVELOP INTEREST IN AND APPRECIATION FOR QUALITY WORK AND SERVICE. THE SUBJECT MATTER AREAS ARE: (1) INTRODUCTION WHICH INCLUDES ORIENTATION, SAFETY, TEST EQUIPMENT, AND PRODUCTS, (2) MEETING THE PUBLIC, (3) AUTO WASHING AND CONDITIONING, (4) SERVICING THE AUTOMOBILE, AND (5) RELATED INSTRUCTION. EACH SECTION INCLUDES INSTRUCTIONAL UNITS WITH OBJECTIVES AND SUBJECT MATTER OUTLINES KEYED TO LECTURE, DISCUSSION, DEMONSTRATION, PRACTICAL APPLICATION, AND TEST METHODS OF INSTRUCTION. THE COURSE IS DESIGNED FOR 1,440 HOURS OF INSTRUCTION WITH 360 HOURS DEVOTED TO BASIC-REMEDIAL EDUCATION. THE SECTIONS AND UNITS MAY BE USED IN ANY ORDER AS EMPHASIS REQUIRES, AND TIME ALLOTMENT OF VARIOUS AREAS OF WORK MAY VARY WITH THE BACKGROUND ABILITY AND PRIOR EXPERIENCE OF THE TRAINEES. THE INSTRUCTOR SHOULD BE OCCUPATIONALLY COMPETENT WITH TEACHER TRAINING AND STUDENTS SHOULD MEET MDTA CRITERIA. THE APPENDIX CONTAINS THE A.B.C.'S OF SERVICE STATION ATTENDANTS WHICH ARE INFORMATIONAL SHEETS WHICH INCLUDE BACKGROUND INFORMATION, TOOLS AND EQUIPMENT, AND PROCEDURES NEEDED TO COMPLETE SPECIFIC JOBS. SUGGESTED TEXTS, PERIODICALS, MANUALS, AND BULLETINS ARE LISTED IN THE BIBLIOGRAPHY. (HC)

VT 003 169
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR AUTOMOBILE SERVICE MECHANIC.

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE
TENNESSEE VOCATIONAL CURRICULUM LABORATORY, MURFREESBORO
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 ($3.00, SINGLE COPY ONLY).
PUB DATE - 67 194P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION; REFERENCE MATERIALS
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - DESIGNED FOR TEACHER USE, THE SOURCE OUTLINES IN THIS GUIDE EMPHASIZE TRAINING AUTOMOBILE MECHANICS IN DIAGNOSIS, REPAIR, AND REPLACEMENT AND IN OTHER ASPECTS OF SERVICE REQUIRED FOR EMPLOYMENT IN AN AUTOMOTIVE SERVICE BUSINESS. THE MATERIAL WAS DEVELOPED BY TRADE AND INDUSTRIAL EDUCATION TEACHERS AND WRITTEN BY A TECHNICAL WRITER FOR MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) PROGRAMS. THE SECTIONS OF INSTRUCTION ARE: (1) AUTO WASHING AND CONDITIONING, (2) SERVICING THE AUTOMOBILE, (3) TOOLS, TOOL ROOM, AND MISCELLANEOUS PARTS, (4) THE AUTOMOBILE CHASSIS, (5) AUTOMOTIVE ELECTRICITY AND ELECTRIC SERVICE, (6) THE ENGINE AND ASSOCIATED SYSTEMS, (7) THE POWER TRAIN (DRIVE TRAIN), (8) WHEELS AND BRAKES, (9) THE AUTOMOTIVE BODY, (10) AUTOMOBILE ACCESSORIES, AND (11) RELATED INSTRUCTION. THE SECTIONS ARE DIVIDED INTO UNITS WHICH INCLUDE OBJECTIVES AND INSTRUCTIONAL OUTLINES KEYED TO LECTURE, DISCUSSION, DEMONSTRATION, PRACTICAL APPLICATION, AND TEST METHODS OF INSTRUCTION. THE MATERIAL WAS DESIGNED FOR A 1,440-HOUR COURSE WITH 360 HOURS DEVOTED TO PREVOCATIONAL AND REMEDIAL EDUCATION. THE TIME ALLOTMENT AND SEQUENCE OF THE SECTIONS AND UNITS MAY VARY ACCORDING TO TRAINEE ABILITY. THE INSTRUCTOR SHOULD BE A SKILLED AUTO SERVICE MECHANIC WITH TEACHER TRAINING AND STUDENTS SHOULD MEET MDTA CRITERIA. THE APPENDIX INCLUDES THE A.B.C.'S OF SERVICE STATION MECHANIC WHICH ARE INFORMATION AND PROCEDURE SHEETS FOR SPECIFIC JOBS. A LIST OF SUGGESTED TEXTS, PERIODICALS, MANUALS, AND BULLETINS IS PROVIDED. (HC)

VT 003 170
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR MILLMAN (WOODWORKING) (ENTRY).

TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE
TENNESSEE VOCATIONAL CURRICULUM LAB., MURFREESBORO
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 76P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MILLMEN; *WOODWORKING; ADULT VOCATIONAL EDUCATION; CABINETWORK
IDENTIFIERS - MDTA PROGRAMS

ABSTRACT - THIS GUIDE IS FOR TEACHER USE IN TRAINING MILLMEN FOR ENTRY JOBS. IT WAS DEVELOPED BY A TECHNICAL WRITER ASSISTED BY INSTRUCTORS. CONTENT INCLUDES OBJECTIVES, A COURSE OUTLINE, TIME ALLOTMENT, METHODS OF INSTRUCTION, A BIBLIOGRAPHY OF REFERENCES AND FILMS, AND A GLOSSARY. MAJOR SECTIONS ARE: (1) WOODWORKING BASICS, (2) JOINERY, (3) MACHINES AND POWER TOOLS, (4) THE SHOP PROGRAM, (5) WOOD FINISHING, AND (6) SHOP REQUIREMENTS FOR MATH. EACH SECTION IS DIVIDED INTO UNITS KEYED TO LECTURE, DISCUSSION, DEMONSTRATION, PRACTICAL APPLICATION, AND TEST METHODS OF INSTRUCTION. THE COURSE REQUIRES 960 HOURS OF INSTRUCTION OF WHICH 240 HOURS ARE TO BE PREVOCATIONAL AND REMEDIAL EDUCATION. THE TEACHER SHOULD HAVE OCCUPATIONAL COMPETENCY AND TEACHER TRAINING. STUDENT SELECTION SHOULD BE ON THE BASIS OF MANPOWER DEVELOPMENT AND TRAINING ACT CRITERIA. OF THE 21 REFERENCES LISTED, 16 ARE DATED FROM 1655 TO 1965. (EM)

VT 003 172
UNDERSTANDING HUMAN NATURE AT WORK. SESSION I, PEOPLE ARE ALL ALIKE IN DIFFERENT WAYS. INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 47P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; BEHAVIOR; ADULT VOCATIONAL EDUCATION; INDUSTRY

ABSTRACT - THE MANUAL IS A TEACHING GUIDE FOR THE FIRST OF EIGHT SESSIONS ON HUMAN RELATIONS FOR SUPERVISORS IN INDUSTRY. IT WAS DEVELOPED BY AN INDIVIDUAL AT THE STATE LEVEL AND TESTED ON A SMALL GROUP. CONTENT TREATS THE WAYS IN WHICH PEOPLE ARE ALIKE: (1) ALL BEHAVIOR IS CAUSED, (2) ALL BEHAVIOR IS MOTIVATED, (3) ALL BEHAVIOR IS GOAL-SEEKING, (4) ALL PEOPLE HAVE A SELF-ACTUALIZING URGE, (5) ALL PEOPLE HAVE THE SAME BASIC NEEDS, AND (6) ALL PEOPLE ARE PRODUCTS OF BOTH HEREDITY AND ENVIRONMENT. ALSO INCLUDED ARE WAYS IN WHICH PEOPLE ARE DIFFERENT: (1) THEY HAVE DIFFERENT BASES OF BEHAVIOR, AND (2) THEY HAVE DIFFERENT NEED-BEHAVIOR. TEST MATERIAL IS PRESENTED IN LECTURE FORM, AND DETAILED INSTRUCTIONS FOR USE OF CHARTS, TESTS, AND HANDOUT MATERIALS ARE INCLUDED. (MM)

VT 003 173
UNDERSTANDING HUMAN NATURE AT WORK. SESSION II, HUMAN NEEDS -- ORIGIN OF BEHAVIOR, INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPIES ONLY).
PUB DATE - 66 30P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; BEHAVIOR; PSYCHOLOGICAL NEEDS; ADULT VOCATIONAL EDUCATION; INDUSTRY

ABSTRACT - THE MANUAL IS A TEACHING GUIDE FOR THE SECOND OF EIGHT SESSIONS ON HUMAN RELATIONS FOR SUPERVISORS IN INDUSTRY. IT WAS DEVELOPED BY AN INDIVIDUAL AT THE STATE LEVEL AND TESTED ON A SMALL GROUP. CONTENT DIVISIONS ARE "BLUEPRINT OF BEHAVIOR" AND "LEVELS OF NEEDS." BODILY NEEDS, SAFETY NEEDS, BELONGINGNESS AND AFFECTION, ESTEEM NEEDS, AND SELF-ACTUALIZATION ARE DISCUSSED. INFORMATION IS PRESENTED IN LECTURE FORM, AND DETAILED INSTRUCTIONS FOR USE OF CHARTS, TESTS AND HANDOUTS ARE INCLUDED. SINGLE COPIES OF A MANUAL (VT 003 176) CONTAINING SELF-TESTS, HANDOUTS, AND A BIBLIOGRAPHY FOR USE IN THE OTHER SESSIONS (VT 003 172, VT 003 174-VT 003 175, VT 003 177-VT 003 180) ARE ALSO AVAILABLE. (MM)

VT 003 174
UNDERSTANDING HUMAN NATURE AT WORK. SESSION III, WHAT MAKES PEOPLE THE WAY THEY ARE. INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 38P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; BEHAVIOR; ADULT VOCATIONAL EDUCATION; INDUSTRY

ABSTRACT - THIS MANUAL IS A TEACHING GUIDE FOR THE THIRD OF EIGHT SESSIONS ON HUMAN RELATIONS FOR SUPERVISORS IN INDUSTRY. IT WAS DEVELOPED BY AN INDIVIDUAL AT STATE LEVEL AND TESTED ON A SMALL GROUP. TOPICS ARE (1) HEREDITARY FACTORS WHICH INCLUDES RECEPTORS, CONNECTORS, EFFECTORS, AND ENDOCRINES, (2) ENVIRONMENTAL FACTORS WHICH INCLUDES SATISFACTION SOURCES, INFANT CARE, EXAMPLES BY PARENTS, TREATMENT BY INTIMATES, DEMAND VS. CAPACITIES, AND SUCCESS VS. FAILURE, (4) FREUD SIMPLIFIED WHICH INCLUDES CONSCIOUS-UNCONSCIOUS, ID-EGO-SUPEREGO, CENSOR, PEACE AT A PRICE, REPRESSION, ATONEMENT, TRANSFERENCE, AND REACTION FORMATION. INFORMATION IS PRESENTED IN LECTURE FORM, AND DETAILED INSTRUCTIONS FOR USE OF CHARTS, TESTS, AND HANDOUTS ARE INCLUDED. SINGLE

COPITES OF A MANUAL (VT 003 176) CONTAINING SELF-TESTS, HANDOUTS, AND A BIBLIOGRAPHY FOR USE IN THE COURSE AND TEACHING GUIDES FOR OTHER SESSIONS (VT 003 172-VT 003 173, VT 003 175, VT 003 177-VT 003 180) ARE ALSO AVAILABLE. (MM)

VT 003 175

UNDERSTANDING HUMAN NATURE AT WORK. SESSION VII, HOW WORKING CONDITIONS AFFECT HUMAN BEHAVIOR. INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 45P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; BEHAVIOR; ENVIRONMENT; ADULT VOCATIONAL EDUCATION; INDUSTRY

ABSTRACT - THE MANUAL IS A TEACHING GUIDE FOR THE SEVENTH OF EIGHT SESSIONS ON HUMAN RELATIONS FOR SUPERVISORS IN INDUSTRY. IT WAS DEVELOPED BY AN INDIVIDUAL AT STATE LEVEL AND TESTED ON A SMALL GROUP. TOPICS ARE (1) ACCIDENTS, (2) EXTERNAL CONDITIONS, (3) ACCIDENT PRONENESS, (4) WORK CONDITIONS, (5) HUMAN ENGINEERING, AND (6) METHODS ANALYSIS. INFORMATION IS PRESENTED IN LECTURE FORM, AND DETAILED INSTRUCTIONS FOR USE OF CHARTS, TESTS, AND HANDOUTS ARE INCLUDED. SINGLE COPIES OF A MANUAL (VT 003 176) CONTAINING SELF-TESTS, HANDOUTS, AND A BIBLIOGRAPHY FOR USE IN THE COURSE AND TEACHING GUIDES FOR THE OTHER SESSIONS (VT 003 172-VT 003 174, VT 003 177-VT 003 180) ARE ALSO AVAILABLE. (MM)

VT 003 176

UNDERSTANDING HUMAN NATURE AT WORK, SELF-TESTS, ANSWERS, HANDOUTS. INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 39P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; ADULT VOCATIONAL EDUCATION; INDUSTRY; *TESTS; ANSWER KEYS; REFERENCE MATERIALS

ABSTRACT - INFORMATION HANDOUTS, SELF-TESTS, AND ANSWER SHEETS ARE INCLUDED FOR INSTRUCTOR USE IN THE 8-SESSION COURSE "UNDERSTANDING HUMAN NATURE AT WORK" FOR INDUSTRIAL SUPERVISORS. THE MATERIALS WERE DEVELOPED BY AN INDIVIDUAL AUTHOR AND TESTED ON SMALL GROUPS. SUGGESTIONS ARE GIVEN FOR INSTRUCTIONAL PRESENTATION AND TEST ADMINISTRATION. THE SELF-TESTS FOR EACH LESSON AND THE ANSWER SHEETS ARE DESIGNED TO BE DUPLICATED AND HANDED OUT TO THE STUDENTS. TESTS ARE TO BE SCORED BY THE STUDENTS IN CONJUNCTION WITH THE REVIEW OF THE PREVIOUS SESSION. THE TOPICS OF THE INFORMATION HANDOUTS ARE: (1) SUGGESTIONS FOR DEALING WITH FRUSTRATION, (2) INSTRUMENTS FOR MEASURING ATTITUDES, (3) SUGGESTIONS FOR PROMOTING MORALE, AND (4) OUTLINE SUMMARY OF THE COURSE FOR INDUSTRIAL SUPERVISORS. A COURSE EVALUATION SHEET FOR USE DURING THE LAST CLASS SESSION IS INCLUDED. A BIBLIOGRAPHY OF REQUIRED AND SUPPLEMENTARY REFERENCE BOOKS IS PROVIDED FOR THE INSTRUCTOR. THE RELATED INSTRUCTOR'S GUIDES ARE AVAILABLE (VT 003 172-VT 003 175, VT 003 177-VT 003 180) FROM THE SAME SOURCE. (HC)

VT 003 177

UNDERSTANDING HUMAN NATURE AT WORK. SESSION VIII, HOW CO-WORKERS AFFECT BEHAVIOR ON EACH OTHER. INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 43P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; INTERPERSONAL RELATIONSHIP; BEHAVIOR; ADULT VOCATIONAL EDUCATION; INDUSTRY

ABSTRACT - THE MANUAL IS A TEACHING GUIDE FOR THE LAST OF EIGHT SESSIONS ON HUMAN RELATIONS FOR SUPERVISORS IN INDUSTRY WHO NEED KNOWLEDGE OF HUMAN NATURE. IT WAS DEVELOPED BY AN INDIVIDUAL AT STATE LEVEL AND TESTED ON A SMALL GROUP. UNITS ARE (1) COMMUNICATION, (2) ORGANIZATION, (3) PRIDE IN DECISION, (4) JOB LEADER AND SOCIAL LEADER, (5) GROUP PRESSURE, AND (6) COMMUNICATIONS NETS. INFORMATION IS PRESENTED IN LECTURE FORM, AND DETAILED INSTRUCTIONS FOR USE OF CHARTS, TESTS, AND HANDOUTS ARE INCLUDED. SINGLE COPIES OF A MANUAL (VT 003 176) CONTAINING SELF-TESTS, HANDOUTS, AND A BIBLIOGRAPHY FOR USE IN THE COURSE AND TEACHING GUIDES FOR OTHER SESSIONS (VT 003 172-VT 003 175, VT 003 177-VT 003 180) ARE ALSO AVAILABLE FROM THE SAME SOURCE. (MM)

VT 003 178

UNDERSTANDING HUMAN NATURE AT WORK. SESSION IV, WHAT MAKES PEOPLE THE WAY THEY ARE, CONTINUED. INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 46P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; BEHAVIOR; ADULT VOCATIONAL EDUCATION; INDUSTRY

ABSTRACT - THE MANUAL IS A TEACHING GUIDE FOR THE FOURTH OF EIGHT SESSIONS ON HUMAN RELATIONS FOR SUPERVISORS IN INDUSTRY. IT WAS DEVELOPED BY AN INDIVIDUAL AT STATE LEVEL AND TESTED ON A SMALL GROUP. UNITS ARE: (1) FRUSTRATION, (2) GENERAL AGGRESSION, (3) GENERAL WITHDRAWAL, (4) DEFENSE TECHNIQUES,

(5) ESCAPE TECHNIQUES, (6) SIGNIFICANT TRAITS, AND (7) HABIT FORMATION. INFORMATION IS PRESENTED IN LECTURE FORM, AND DETAILED INSTRUCTIONS FOR USE OF CHARTS, TESTS, AND HANDOUTS ARE INCLUDED. SINGLE COPIES OF A MANUAL (VT 003 176) CONTAINING SELF-TESTS, HANDOUTS, AND A BIBLIOGRAPHY FOR USE IN THE COURSE AND TEACHING GUIDES FOR OTHER SESSIONS (VT 003 172-VT 003 175, VT 003 177, VT 003 179-VT 003 180) ARE ALSO AVAILABLE FROM THE SAME SOURCE. (MM)

VT 003 179
UNDERSTANDING HUMAN NATURE AT WORK. SESSION V, NATURE AND USES OF MOTIVATION. INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 44P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; MOTIVATION; ADULT VOCATIONAL EDUCATION; INDUSTRY

ABSTRACT - THE MANUAL IS A TEACHING GUIDE FOR THE FIFTH OF EIGHT SESSIONS ON HUMAN RELATIONS FOR SUPERVISORS IN INDUSTRY. IT WAS DEVELOPED BY AN INDIVIDUAL AT STATE LEVEL AND TESTED ON A SMALL GROUP. UNITS ARE (1) MOTIVE-DESIRE, (2) CLASSES OF MOTIVES, (3) SPECIAL MOTIVATIONS, (4) IMPERSONAL MOTIVATION, (5) GROUP MOTIVATION, AND (6) MULTIPLE CAUSATION. INFORMATION IS PRESENTED IN LECTURE FORM, AND DETAILED INSTRUCTIONS FOR USE OF CHARTS, TESTS, AND HANDOUTS ARE INCLUDED. SINGLE COPIES OF A MANUAL (VT 003 176) CONTAINING SELF-TESTS, HANDOUTS, AND A BIBLIOGRAPHY FOR USE IN THE COURSE AND TEACHING GUIDES FOR OTHER SESSIONS (VT 003 172-VT 003 175, VT 003 177-VT 003 178, VT 003 180) ARE ALSO AVAILABLE FROM THE SAME SOURCE. (MM)

VT 003 180
UNDERSTANDING HUMAN NATURE AT WORK. SESSION VI, ATTITUDES AND MORALE. INSTRUCTOR'S GUIDE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPY ONLY).
PUB DATE - 66 42P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISORS; *HUMAN RELATIONS; WORK ATTITUDES; ATTITUDES; ADULT VOCATIONAL EDUCATION; INDUSTRY

ABSTRACT - THE MANUAL IS A TEACHING GUIDE FOR THE SIXTH OF EIGHT SESSIONS ON HUMAN RELATIONS FOR SUPERVISORS IN INDUSTRY. IT WAS DEVELOPED BY AN INDIVIDUAL AT STATE LEVEL AND TESTED ON A SMALL GROUP. UNITS ARE (1) ATTITUDES, OPINIONS, AND MORALE, (2) MEASURING ATTITUDES, (3) ACQUIRING ATTITUDES, (4) DO ATTITUDES AFFECT PRODUCTIVITY, ABSENTEEISM, TARDINESS, AND TURN-OVER, AND (5) MORALE FROM SUPERVISOR'S BEHAVIOR, DECISION MAKING, AND OPEN COMMUNICATION. INFORMATION IS PRESENTED IN LECTURE FORM, AND DETAILED INSTRUCTIONS FOR USE OF CHARTS, TESTS, AND HANDOUTS ARE PRESENTED. SINGLE COPIES OF A MANUAL (VT 003 176) CONTAINING SELF-TESTS, HANDOUTS, AND A BIBLIOGRAPHY FOR USE IN THE COURSE AND TEACHING GUIDES FOR OTHER SESSIONS (VT 003 172-VT 003 175, VT 003 177-VT 003 179) ARE ALSO AVAILABLE FROM THE SAME SOURCE. (MM)

VT 003 185
INDUSTRIAL TECHNICAL MATHEMATICS I FOR ELECTRICIANS.

ELECTRICIANS VOCATIONAL SCHOOL, BLOOMINGTON, IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
INDIANA STATE UNIV., TERRE HAUTE. INSTRUCTIONAL MATERIALS LAB.
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($1.05).
PUB DATE - 64 83P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *MATHEMATICS; TESTS; INDIVIDUAL INSTRUCTION; *APPRENTICESHIPS

ABSTRACT - THE PURPOSE OF THE COURSE, DESIGNED FOR APPRENTICE PROGRAMS, IS TO PROVIDE THE NECESSARY TRAINING IN THE FUNDAMENTALS OF MATHEMATICS NEEDED BY THE ELECTRICIAN. THIS BOOK OF ASSIGNMENT SHEETS WAS DEVELOPED BY A VOCATIONAL COORDINATOR, A VOCATIONAL DIRECTOR, AND MEMBERS OF AN ELECTRICIANS' JOINT APPRENTICESHIP COMMITTEE. THE COURSE WAS DESIGNED AROUND THE CONCEPT AND PHILOSOPHY OF USING INDIVIDUAL ASSIGNMENT SHEETS TO ALLOW EACH STUDENT TO PROGRESS AT HIS OWN RATE AND TO ENABLE THE TEACHER TO DEVOTE MOST OF HIS TIME TO INDIVIDUAL INSTRUCTION. EACH OF THE 14 ASSIGNMENT SHEETS PROVIDES THE STUDENT WITH THE REFERENCES, ASSIGNMENT, AND TECHNICAL TERMS. TESTS, TO BE USED TO IDENTIFY THE MATHEMATICAL ABILITY OF THE STUDENT, AND ANSWER SHEETS ARE INCLUDED FOR EACH ASSIGNMENT. THIS BOOK IS FOR TEACHER USE ONLY. THE STUDENTS ARE TO USE THE ASSIGNMENT, TEST, AND ANSWER SHEETS IN LOOSE, UNBOUND FORM. WHEN THE STUDENT COMPLETES AN ASSIGNMENT SHEET, HE RETURNS IT TO THE TEACHER AND SECURES THE TEST. AFTER TAKING THE TEST, THE STUDENT IS GIVEN THE NEXT ASSIGNMENT SHEET. "INDUSTRIAL TECHNICAL MATHEMATICS II" (VT 003 188) IS AVAILABLE. (HC)

VT 003 186
CARPENTRY, BUILDING TRADES AREA.

BUILDING TRADES TEACHERS AND JOURNEYMEN CARPENTERS OF INDIANA
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
INDIANA STATE UNIV., TERRE HAUTE. INSTRUCTIONAL MATERIALS LAB.
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($1.00).

PUB DATE - 65 111P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; *CARPENTRY; HIGH SCHOOLS

ABSTRACT - THIS CURRICULUM GUIDE WAS DESIGNED TO AID THE INSTRUCTOR IN ORIENTING STUDENTS TO AND PREPARING THEM FOR ENTRANCE INTO THE CARPENTRY TRADE THROUGH EXPERIENCES IN PRACTICAL CONSTRUCTION AND STUDY OF TECHNICAL RELATED INFORMATION. THE MATERIAL WAS DEVELOPED BY BUILDING TRADES TEACHERS AND JOURNEYMEN CARPENTERS IN A WORKSHOP UNDER THE SUPERVISION OF THE SUPERVISOR OF TRADE AND INDUSTRY. THE UNITS ARE (1) FORM BUILDING, (2) FLOOR FRAMING, (3) WALL FRAMING, (4) ROOF FRAMING AND SHEATHING, (5) EXTERIOR COVERING AND TRIM, (6) INSULATION, (7) INTERIOR FINISH, (8) STAIR BUILDING, AND (9) SCAFFOLDING. EACH UNIT HAS ASSIGNMENT SHEETS WITH OBJECTIVES, TEXTBOOK REFERENCES, RELATED TECHNICAL INFORMATION TOPICS, ON-THE-JOB INFORMATION AND WORK TOPICS, AND A STUDENT STUDY GUIDE. EMPHASIS IS ON LIGHT OR RESIDENT-TYPE CONSTRUCTION, AND A BUILDING PROJECT IS USED AS THE VEHICLE FOR INSTRUCTION. THE COURSE IS DESIGNED FOR DAY SCHOOL TRADE CLASSES. THE STUDENTS ENROLLING IN THE COURSE SHOULD BE HIGH SCHOOL JUNIORS AT LEAST 16 YEARS OF AGE WHO INTEND TO COMPLETE 2 YEARS OF TRAINING AND ENTER THE TRADE. BASIC REFERENCES AND SUPPLEMENTARY MATERIALS ARE LISTED IN THE BIBLIOGRAPHY. A SUGGESTED LIST OF HAND TOOLS AND EQUIPMENT AND THE BY-LAWS AND ARTICLES OF INCORPORATION FOR THE VOCATIONAL BUILDING TRADES, INC. ARE INCLUDED. (HC)

VT 003 187
BASIC VACUUM TUBE AND TRANSISTOR THEORY FOR ELECTRONICS. (REVISED EDITION).

ELECTRONICS VOCATIONAL TECHNICIAN SCHOOL, BLOOMINGTON, IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
INDIANA STATE UNIV., TERRE HAUTE. INSTRUCTIONAL MATERIALS LAB.
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($.90).
PUB DATE - 62 81P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *TRANSISTORS; *VACUUM TUBES; THEORIES; INDIVIDUAL INSTRUCTION

ABSTRACT - THE PURPOSE OF THIS COURSE IS TO INTRODUCE THE ELECTRONIC TECHNICIAN STUDENT TO THE PRINCIPLES OF OPERATION OF THE VACUUM TUBE AND TRANSISTOR. THE GUIDE WAS DEVELOPED BY A VOCATIONAL COORDINATOR AND A COMMITTEE FROM INDUSTRY USING NOTES FROM INSTRUCTORS WHO HAVE TAUGHT THE COURSE. IT WAS DESIGNED ON THE CONCEPT AND PHILOSOPHY OF USING INDIVIDUAL ASSIGNMENT SHEETS TO ALLOW EACH STUDENT TO PROGRESS AT HIS OWN RATE AND TO ENABLE THE TEACHER TO DEVOTE MOST OF HIS TIME TO INDIVIDUAL INSTRUCTION. ASSIGNMENT SHEETS FOR EACH OF THE 24 LESSONS PROVIDE THE STUDENT WITH AN INTRODUCTION, TEXTBOOK REFERENCES, A MATERIALS LIST, A SCHEMATIC DRAWING, JOB PROCEDURES, AND STUDY QUESTIONS. THE APPENDIX CONTAINS CHARTS AND SCHEMATIC DRAWINGS RELATED TO THE LESSONS. THIS MANUAL IS FOR TEACHER USE ONLY. THE STUDENTS ARE TO USE THE ASSIGNMENT SHEETS IN LOOSE UNBOUND FORM, RETURNING EACH COMPLETED SHEET TO THE TEACHER AND TAKING THE NEXT ONE. STUDENTS SHOULD BE ADMITTED TO THE COURSE ONLY UPON SATISFACTORY COMPLETION OF A PROFICIENCY TEST ON BASIC AC-DC ELECTRONIC THEORY. (HC)

VT 003 188
INDUSTRIAL TECHNICAL MATHEMATICS II FOR ELECTRICIANS.

ELECTRICIANS VOCATIONAL SCHOOL, BLOOMINGTON, IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
INDIANA STATE UNIV., TERRE HAUTE. INSTRUCTIONAL MATERIALS LAB.
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($.65).
PUB DATE - 64 45P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *MATHEMATICS; INDIVIDUAL INSTRUCTION; *APPRENTICESHIPS

ABSTRACT - THE PURPOSE OF THIS COURSE IS TO DEVELOP THE FUNDAMENTAL SKILLS OF ALGEBRA AS APPLIED TO THE PROBLEMS OF THE ELECTRICIAN'S TRADE. THIS STUDY GUIDE WAS DEVELOPED BY A VOCATIONAL COORDINATOR, A VOCATIONAL DIRECTOR, AND MEMBERS OF AN ELECTRICIANS' JOINT APPRENTICESHIP COMMITTEE. IT WAS DESIGNED ON THE CONCEPT AND PHILOSOPHY OF USING INDIVIDUAL ASSIGNMENT SHEETS TO ALLOW EACH STUDENT TO PROGRESS AT HIS OWN RATE AND TO ENABLE THE TEACHER TO DEVOTE MOST OF HIS TIME TO INDIVIDUAL INSTRUCTION. EACH OF THE 35 ASSIGNMENT SHEETS PROVIDES THE STUDENT WITH THE TEXTBOOK REFERENCES AND ASSIGNMENTS. AN ALGEBRA TEXTBOOK AND AN ELECTRICIAN'S MATHEMATICS TEXTBOOK ARE USED AS REFERENCES. THE ASSIGNMENT SHEETS ARE INCREASINGLY DIFFICULT SO THAT THE COURSE MAY BE USED FOR BOTH APPRENTICE AND JOURNEYMAN ELECTRICIAN TRAINING PROGRAMS. THIS BOOK IS DESIGNED FOR TEACHER USE ONLY. THE STUDENT IS TO USE THE ASSIGNMENT SHEETS IN LOOSE UNBOUND FORM. WHEN HE COMPLETES AN ASSIGNMENT SHEET, HE RETURNS IT TO THE TEACHER AND SECURES THE NEXT ONE. TESTS ARE INCLUDED PERIODICALLY TO IDENTIFY THE MATHEMATICAL ABILITY OF THE STUDENT. "INDUSTRIAL TECHNICAL MATHEMATICS I" (VT 003 185) IS AVAILABLE. (HC)

VT 003 189
FABRICATION PROCESSES AND TECHNOLOGY FOR ELECTRONICS.

ELECTRONICS VOCATIONAL SCHOOL, BLOOMINGTON, IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. TRADE AND INDUSTRIAL SERVICE
INDIANA STATE UNIV., TERRE HAUTE. INSTRUCTIONAL MATERIALS LAB.
VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA

STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809
($.75).
PUB DATE - 64 59P.

DESCRIPTORS - TEACHING GUIDES; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *SHEET METAL WORK; WELDING; SECONDARY GRADES; INDIVIDUAL INSTRUCTION

ABSTRACT - THE PURPOSE OF THIS COURSE IS TO PROVIDE THE HIGH SCHOOL ELECTRONIC TECHNICIAN STUDENT WITH UNDERSTANDING AND SKILL IN THE USE OF THE BASIC SHOP TOOLS AND MACHINES SO THAT HE MAY MAKE REPAIRS, ALTERATIONS, OR FABRICATIONS AS NEEDED. THIS STUDY GUIDE WAS DEVELOPED BY A VOCATIONAL COORDINATOR IN COOPERATION WITH A REPRESENTATIVE OF THE TRADE-INDUSTRIAL-TECHNICAL BRANCH OF THE VOCATIONAL DIVISION OF INDIANA. THE COURSE WAS DESIGNED ON THE CONCEPT AND PHILOSOPHY OF USING INDIVIDUAL ASSIGNMENT SHEETS TO ALLOW EACH STUDENT TO PROGRESS AT HIS OWN RATE AND TO ENABLE THE TEACHER TO DEVOTE MOST OF HIS TIME TO INDIVIDUAL INSTRUCTION. THE TEACHER'S LESSON OUTLINES GIVE THE LESSON OBJECTIVES, REFERENCES, INTRODUCTION, SUBJECT MATERIAL OUTLINE, AND STUDY ASSIGNMENTS. THE ASSIGNMENT SHEETS PROVIDE THE STUDENT WITH THE TEXTBOOK REFERENCE, AN INTRODUCTION, AND ASSIGNMENT STUDY QUESTIONS AND EXPERIMENTS. SAMPLE ASSIGNMENT SUBJECTS ARE: SAFETY IN THE USE OF TOOLS AND MACHINES, HAND TOOLS--CARE AND USES, CUTTING AND BENDING SHEET METAL, AND SOLDERING TECHNIQUES. THE COURSE IS DESIGNED FOR 1 SEMESTER, BUT MAY BE EXTENDED TO 2 SEMESTERS BY ADDING ASSIGNMENT SHEETS FOR EACH TOOL OR MACHINE. THIS BOOK IS FOR TEACHER USE ONLY. THE STUDENT IS TO USE THE ASSIGNMENT SHEETS IN LOOSE UNBOUND FORM. WHEN HE COMPLETES AN ASSIGNMENT SHEET, HE RETURNS IT TO THE TEACHER AND SECURES THE NEXT ONE. (HC)

VT 003 190
BASIC MATHEMATICS FOR ELECTRONICS.

ELECTRONICS VOCATIONAL SCHOOL, BLOOMINGTON, IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
INDIANA STATE UNIV., TERRE HAUTE.
INSTRUCTIONAL MATERIALS LAB.
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809
($1.50).
PUB DATE - 63 109P.

DESCRIPTORS - TEACHING GUIDES; *CURRICULUM GUIDES; STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *MATHEMATICS; *ELECTRONICS; HIGH SCHOOLS; TESTS; INDIVIDUAL INSTRUCTION

ABSTRACT - THIS COURSE FOR USE IN ELECTRONIC TECHNICIAN PROGRAMS WAS DESIGNED TO DEVELOP SKILL AND KNOWLEDGE IN THE USE OF FUNDAMENTAL MATHEMATICAL SKILLS FOR THE SOLVING OF BASIC ELECTRONIC PROBLEMS. THIS REVISED TEACHING GUIDE WAS PREPARED BY AN INDIVIDUAL AUTHOR AFTER TEACHING THE COURSE AND USING THE MATERIAL FOR 2 YEARS. IT WAS DEVELOPED ON THE CONCEPT AND PHILOSOPHY OF USING INDIVIDUAL ASSIGNMENT SHEETS TO ALLOW EACH STUDENT TO PROGRESS AT HIS OWN RATE AND TO ENABLE THE TEACHER TO DEVOTE MOST OF HIS TIME TO INDIVIDUAL INSTRUCTION. EACH OF THE 36 2-HOUR LESSONS HAS A TEACHING OUTLINE AND A STUDENT ASSIGNMENT SHEET. THE OUTLINES PROVIDE THE TEXTBOOK REFERENCE, DISCUSSION TOPICS, THE CURRENT HOMEWORK ASSIGNMENT, AND THE ADVANCED ASSIGNMENT. THE ASSIGNMENT SHEETS CONTAIN THE TEXTBOOK REFERENCE, AN INTRODUCTION, NEW TERMS, THE ASSIGNMENT, AND THE ADVANCED ASSIGNMENT. SAMPLE ASSIGNMENT SUBJECTS ARE SIMPLE ELECTRICAL CIRCUITS-WORKING WITH FORMULAS, ELECTRICAL MEASUREMENT, GRAPHS-SIMULTANEOUS LINEAR EQUATION, AND ELECTRICAL POWER. THIS BOOK IS DESIGNED FOR TEACHER USE ONLY. THE STUDENT IS TO USE THE ASSIGNMENT SHEETS IN LOOSE UNBOUND FORM. AFTER HE COMPLETES AN ASSIGNMENT SHEET, HE RETURNS IT TO THE TEACHER AND SECURES THE NEXT SHEET. TESTS ARE INCLUDED PERIODICALLY TO IDENTIFY THE MATHEMATICAL ABILITY OF THE STUDENT. (HC)

VT 003 191
BASIC A-C D-C FOR ELECTRONICS.

ELECTRONICS VOCATIONAL SCHOOL, BLOOMINGTON, IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
INDIANA STATE UNIV., TERRE HAUTE.
INSTRUCTIONAL MATERIALS LAB.
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809
($1.00).
PUB DATE - JAN64 116P.

DESCRIPTORS - *TEACHING GUIDES; *CURRICULUM GUIDES; STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; MATHEMATICS; THEORIES; ELECTRONIC EQUIPMENT; *ELECTRONICS; EXPERIMENTS; INDIVIDUAL INSTRUCTION

ABSTRACT - TEACHING OUTLINES AND ASSIGNMENT SHEETS ARE USED IN THIS REVISED TEACHING GUIDE TO DIRECT THE STUDENT IN BASIC A-C D-C THEORY IN A BEGINNING COURSE IN ELECTRONIC TECHNICIAN TRAINING. THE COURSE WAS DEVELOPED BY A VOCATIONAL COORDINATOR AND AN ELECTRONICS INSTRUCTOR IN COOPERATION WITH THE STAFF OF THE TRADE AND INDUSTRIAL INSTRUCTIONAL MATERIALS LABORATORY. THE ELECTRONIC THEORY PRESENTED INCLUDES A STUDY OF SIMPLE CIRCUITS, SERIES AND PARALLEL COURSES, VACUUM TUBE VOLTMETERS, MILLIAMMETERS, SIGNAL GENERATORS, SCOPES, AND OTHER INSTRUMENTS. REACTANCE, CAPACITANCE, AND OTHER UNITS ARE ALSO INCLUDED. JOB EXPERIMENTS ILLUSTRATING THEORY AND USE OF THESE INSTRUMENTS ARE INCLUDED. MATHEMATICS IS INTRODUCED AT THE TIME IT IS NEEDED TO UNDERSTAND THE THEORY AND WORK THE LAB EXPERIMENTS. THE TEACHER'S OUTLINES INCLUDE THE LESSON INTRODUCTION AND OBJECTIVES, MATHEMATICS REFERENCES, ELECTRONICS REFERENCES, AND LAB EXPERIMENT TITLES. THE STUDENT ASSIGNMENT SHEETS PROVIDE INTRODUCTION AND OBJECTIVES, REFERENCES, MATERIALS AND EQUIPMENT LIST, EXPERIMENT PROCEDURES, AND STUDY QUESTIONS. A BIBLIOGRAPHY OF RELATED TEXTBOOKS IS INCLUDED. (HC)

VT 003 192
BASIC VACUUM TUBE AND TRANSISTOR APPLICATION FOR ELECTRONICS.

ELECTRONICS VOCATIONAL TECHNICIAN SCHOOL, BLOOMINGTON, IND.
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
INDIANA STATE UNIV., TERRE HAUTE. INSTRUCTIONAL MATERIALS LAB.
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($.85).
PUB DATE - 64 63P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; TRANSISTORS; VACUUM TUBES; *ELECTRONICS; HIGH SCHOOLS; EXPERIMENTS; ASSIGNMENTS; INDIVIDUAL INSTRUCTION

ABSTRACT - THE PURPOSE OF THIS COURSE IS TO INTRODUCE THE HIGH SCHOOL ELECTRONIC TECHNICIAN STUDENT TO THE APPLICATIONS OF VACUUM TUBES AND TRANSISTORS. THIS STUDY GUIDE WAS DEVELOPED BY A VOCATIONAL COORDINATOR AND PERSONNEL OF THE ELECTRONIC INDUSTRY. THE COURSE WAS DESIGNED ON THE CONCEPT AND PHILOSOPHY OF USING INDIVIDUAL ASSIGNMENT SHEETS TO ALLOW EACH STUDENT TO PROGRESS AT HIS OWN RATE AND TO ENABLE THE TEACHER TO DEVOTE MOST OF HIS TIME TO INDIVIDUAL INSTRUCTION. EMPHASIS IS PLACED UPON AUDIO APPLICATION AND THE STUDY OF RF, IF, AND OSCILLATOR CIRCUITS. THE LESSONS ARE EXPERIMENTAL IN NATURE. ASSIGNMENT SHEETS FOR EACH OF THE 19 LESSONS PROVIDE A LESSON INTRODUCTION, TEXTBOOK REFERENCES, A MATERIALS LIST, A SCHEMATIC DRAWING, AND JOB PROCEDURES. QUESTIONS ARE GIVEN AT THE END OF EACH JOB TO TEST THE STUDENT'S COMPREHENSION OF THE COMPLETED WORK. MATHEMATICS AND THEORY ARE INCLUDED AND TAUGHT AS NEEDED. THIS BOOK IS DESIGNED FOR TEACHER USE ONLY. THE STUDENT IS TO USE THE ASSIGNMENT SHEETS IN LOOSE UNBOUND FORM. WHEN HE COMPLETES AN ASSIGNMENT SHEET, HE RETURNS IT TO THE TEACHER AND SECURES THE NEXT SHEET. THE STUDENT TAKING THE COURSE SHOULD HAVE MASTERED THE THEORY AND BASIC UNDERSTANDING OF THE VACUUM TUBE AND TRANSISTOR IN PREVIOUS COURSES. (HC)

VT 003 193
BLUEPRINT READING AND SKETCHING.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 ($2.00, SINGLE COPIES ONLY).
PUB DATE - 67 121P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PIPE FITTERS; *BLUEPRINTS; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS STUDY GUIDE PRESENTS (1) TEXTUAL INFORMATION ON SKETCHING AND DRAFTING, (2) EXERCISES CONSISTING OF QUESTIONS ABOUT INCLUDED DRAWINGS, (3) INFORMATION AND JOB SHEETS FOR 12 PIPE LAYOUT ASSIGNMENTS, (4) A GLOSSARY OF TERMS AND SYMBOLS, AND (5) TEXTUAL INFORMATION ON VALUES, FLANGES, AND GASKETS. PORTIONS HAVE BEEN REPRINTED FROM AN EARLIER EDITION ORIGINATING IN OKLAHOMA. THE GUIDE WAS DESIGNED FOR USE WITH COURSES FOR ADULT WELDER OR PETROLEUM INDUSTRY WORKERS. TIME ALLOTMENT IS 100 HOURS. LINE DRAWINGS ARE USED TO ILLUSTRATE THE ASSIGNMENTS. (EM)

VT 003 194
ENDERBY, DAVID R.
SUPERVISED STUDY GUIDE FOR AUTOMOTIVE MACHINIST.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($7.70).
PUB DATE - DEC66 197P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTOMOTIVE MACHINISTS; POST SECONDARY EDUCATION; GRADE 11; GRADE 12; STUDENT RECORDS; *COOPERATIVE EDUCATION; INDIVIDUAL INSTRUCTION

ABSTRACT - INFORMATION AND ASSIGNMENT SHEETS ARE USED IN THIS GUIDE TO DIRECT INDIVIDUAL STUDENT STUDY IN COOPERATIVE EDUCATION PROGRAMS IN AUTOMOTIVE MACHINE SHOP WORK. THE GUIDE WAS DEVELOPED BY A COORDINATOR UNDER THE DIRECTION OF A TRAINING SPECIALIST AND A REVIEWING COMMITTEE. SOME OF THE 20 UNIT TITLES ARE: (1) MILLING MACHINE, (2) LATHE, (3) RESURFACING HEADS AND BLOCKS, (4) CYLINDER BORING, AND (5) CRANKSHAFT AND CAMSHAFT REPAIR. ASSIGNMENT SHEETS WITHIN EACH UNIT GIVE THE LESSON SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND STUDY QUESTIONS. INFORMATION SHEETS ARE USED FOR MATERIAL WHICH IS NOT AVAILABLE OR WHICH IS NOT SUITABLY PRESENTED IN THE REFERENCES. STUDY OF THIS MATERIAL BY AREA VOCATIONAL SCHOOL, TECHNICAL HIGH SCHOOL, OR TECHNICAL INSTITUTE STUDENTS IS TO BE SUPERVISED BY A RELATED SUBJECTS TEACHER OR TEACHER-COORDINATOR. A FORM IS PROVIDED FOR CHECKING STUDENT PROGRESS THROUGH A SERIES OF PLANNED WORK EXPERIENCES AND RELATED TECHNICAL STUDY OVER A 2-YEAR PERIOD. REQUIRED AND SUPPLEMENTARY REFERENCES ARE LISTED IN THE BIBLIOGRAPHY. UNIT TESTS (VT 003 195) ARE AVAILABLE. AN ANSWER BOOK (VT 003 196) CONTAINS ANSWERS TO THE STUDY GUIDE QUESTIONS AND THE UNIT TESTS. (HC)

VT 003 197
MCVICKER, HOWARD, ED.
A COORDINATOR'S MANUAL FOR GENERAL RELATED STUDIES FOR DIVERSIFIED COOPERATIVE EDUCATION STUDENTS.

PURDUE UNIV., LAFAYETTE, IND. DEPT. OF INDUSTRIAL EDUCATION
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($1.40).
PUB DATE - 65 97P.

DESCRIPTORS - TESTS; *ANSWER KEYS; *TRADE AND

INDUSTRIAL EDUCATION; *CONSUMER ECONOMICS; *EMPLOYMENT; HIGH SCHOOLS; *COOPERATIVE EDUCATION

ABSTRACT - THIS MANUAL IS FOR USE WITH "GENERAL RELATED STUDIES FOR DIVERSIFIED COOPERATIVE EDUCATION STUDENTS IN INDIANA" (VT 003 198). IT CONTAINS: (1) KEYS TO STUDY QUESTIONS, (2) ASSIGNMENTS FOR ADVANCED STUDENTS, (3) A LIST OF VISUAL AIDS, (4) SUGGESTED SPEAKERS, (5) TESTS, AND (6) A LIST OF REFERENCES USED IN THE STUDY GUIDE. (MM)

VT 003 198

GENERAL RELATED STUDIES FOR DIVERSIFIED COOPERATIVE EDUCATION STUDENTS IN INDIANA.

PURDUE UNIV., LAFAYETTE, IND. DEPT. OF INDUSTRIAL EDUCATION
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS
DIVISION OF INDUSTRIAL EDUCATION, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($1.00).
PUB DATE - 65 117P.

DESCRIPTORS - *STUDY GUIDES; INDIVIDUAL INSTRUCTION; *TRADE AND INDUSTRIAL EDUCATION; *EMPLOYMENT; *CONSUMER ECONOMICS; HIGH SCHOOLS; *COOPERATIVE EDUCATION

ABSTRACT - THE PURPOSE OF THIS STUDY GUIDE IS TO AID COORDINATORS IN DIVERSIFIED COOPERATIVE EDUCATION PROGRAMS IN TEACHING "GENERAL-RELATED" INFORMATION BY USE OF SUPERVISED INDIVIDUAL STUDY. THE MANUAL WAS ADOPTED FROM A MISSOURI STUDY GUIDE BY DIVERSIFIED COOPERATIVE EDUCATION COORDINATORS UNDER SUPERVISION OF INDUSTRIAL EDUCATION PERSONNEL. ASSIGNMENTS AND INFORMATION SHEETS COVER THE TOPICS: (1) THE DIVERSIFIED COOPERATIVE EDUCATION PROGRAM, (2) THE STUDENT LEARNER AT STUDY, (3) WORKING WITH OTHERS, (4) EMPLOYER-EMPLOYEE RELATIONS, (5) EARNING AND USING YOUR INCOME, (6) SAVING AND INVESTING, (7) CREDIT AND MONEY MANAGEMENT, (8) CONTRACTS, (9) LEGAL PROBLEMS IN BUYING GOODS AND SERVICES, (10) USING NEGOTIABLE INSTRUMENTS, (11) PAYING FOR GOVERNMENT SERVICES THROUGH TAXES, (12) PRIVATE INSURANCE PLANS, (13) SOCIAL INSURANCE, (14) LEGAL REGULATIONS FOR YOUNG WORKERS, (15) LABOR UNIONS, (16) PLANNING YOUR CAREER, AND (17) CHANGING JOBS. EACH ASSIGNMENT SHEET INCLUDES AN INTRODUCTION, AN ASSIGNMENT, REFERENCE, A SERIES OF QUESTIONS FOR CLASS DISCUSSION, AND PROBLEMS OR PROJECTS TO STIMULATE THINKING. A COMPANION DOCUMENT, "COORDINATOR'S MANUAL" (VT 003 197) CONTAINS KEY TO STUDY QUESTIONS, ASSIGNMENT FOR ADVANCED STUDENTS, LIST OF VISUAL AIDS, SUGGESTED SPEAKERS, AND TESTS. SINGLE COPIES ARE AVAILABLE FROM THE SAME SOURCE FOR $1.40. (MM)

VT 003 266

GIULIANO, R. JAMES
THE FRAMING SQUARE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, N.J. 08903 ($1.50).
PUB DATE - FEB67 122P.

DESCRIPTORS - *STUDY GUIDES; *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; RAFTERS; HIGH SCHOOLS; *INDIVIDUAL INSTRUCTION; TESTS
IDENTIFIERS - FRAMING SQUARE

ABSTRACT - THIS STUDY GUIDE-TEXTBOOK WAS DEVELOPED TO DIRECT THE INDIVIDUAL STUDY OF THE VOCATIONAL HIGH SCHOOL STUDENT IN A 1-YEAR COURSE OF RELATED TECHNICAL INSTRUCTION IN CARPENTRY. IT EXPLAINS, BY MEANS OF ILLUSTRATIONS AND DETAILED INSTRUCTIONS, THE VARIOUS MARKINGS ON THE FRAMING SQUARE AND THE PURPOSES FOR WHICH IT IS USED BY THE CRAFTSMAN IN THE COURSE OF HIS DAILY WORK. THE MATERIAL WAS PREPARED BY A VOCATIONAL-TECHNICAL HIGH SCHOOL DEPARTMENT HEAD AND TESTED IN CLASSROOM USE. THE UNITS ARE (1) DESCRIPTION, PRINCIPLES, TERMINOLOGY, (2) PRINCIPLES AND PRACTICES OF RAFTER LAYOUT, (3) THE EQUAL-PITCH GABLE ROOF, (4) THE EQUAL-PITCH HIP ROOF, (5) THE EQUAL-PITCH INTERSECTING ROOF, (6) OTHER USES OF THE FRAMING SQUARE, AND (7) SUMMARY OF ROOF INFORMATION. EACH UNIT CONTAINS LESSON ASSIGNMENT SHEETS WITH THE SPECIFIC LESSON OBJECTIVE, THE RELATED INFORMATION, AND ASSIGNMENTS. A TEST IS PROVIDED AT THE END OF EACH UNIT. THE TEACHER SHOULD HAVE A SCIENCE AND CARPENTRY BACKGROUND. (HC)

VT 003 268

HEPPA, VICTOR
MATHEMATICS I FOR MASONS.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - JUL59 182P.

DESCRIPTORS - *STUDY GUIDES; TEXTBOOKS; TRADE AND INDUSTRIAL EDUCATION; HIGH SCHOOLS; *BRICKLAYERS; *PRACTICAL MATHEMATICS; ASSIGNMENTS; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS STUDY GUIDE-TEXTBOOK WAS DEVELOPED TO DIRECT THE INDIVIDUAL STUDY OF THE VOCATIONAL HIGH SCHOOL STUDENT IN A 1-YEAR COURSE IN MATHEMATICS RELATED TO MASONRY WORK. THE MATERIAL WAS PREPARED BY A VOCATIONAL-TECHNICAL HIGH SCHOOL INSTRUCTOR AND TESTED BY CLASSROOM USE. UNITS ARE FRACTIONS, DECIMAL FRACTIONS, SQUARE MEASURE, AND CUBIC MEASURE. THE LESSONS WITHIN EACH UNIT HAVE INFORMATION SHEETS AND ASSIGNMENT SHEETS. INFORMATION SHEETS PROVIDE THE STUDENT WITH THE SPECIFIC LESSON OBJECTIVE, THE RELATED INFORMATION, AND SAMPLE PROBLEMS. ASSIGNMENT SHEETS PRESENT PROBLEMS FOR STUDENT PRACTICE. A COMPREHENSIVE TEST IS PROVIDED FOR EACH UNIT. ANSWERS TO THE ASSIGNMENT SHEET PROBLEMS AND THE UNIT TESTS ARE GIVEN IN AN ANSWER SECTION. THE TEACHER SHOULD HAVE A SCIENCE AND MASONRY BACKGROUND. (HC)

VT 003 269
RADVANY, JOHN F.
AUTO BODY REPAIR, I.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL DIVISION CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - JUN62 180P.

DESCRIPTORS - *STUDY GUIDES; TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; *MOTOR VEHICLES; HIGH SCHOOLS; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS STUDY GUIDE-TEXTBOOK WAS DEVELOPED TO DIRECT INDIVIDUAL STUDENT STUDY IN A 1-YEAR COURSE AND SERVICE AS A REFERENCE MANUAL AND HANDBOOK FOR PERSONS INTERESTED IN LEARNING THE AUTOMOTIVE BODY REPAIR TRADE. IT WAS PREPARED BY THE PRINCIPAL ESPECIALLY FOR THE STUDENTS AT THE NEW JERSEY SCHOOL FOR THE DEAF AND HAS BEEN TESTED IN THE CLASSROOM. VARIOUS PHASES OF THE AUTOMOTIVE TRADE WHICH ARE CLOSELY ALLIED TO BODY REPAIRING AND FOUND TO BE IMPORTANT TO THE OVERALL DEVELOPMENT OF THE SKILLED CRAFTSMAN ARE PRESENTED. THE UNITS ARE (1) SHOP ORIENTATION, (2) CARE OF SHOP AND TOOLS, (3) MATERIALS AND PARTS OF THE AUTOMOBILE, (4) REMOVAL AND ASSEMBLY, (5) REFINISHING, (6) CARE OF THE FINISH, (7) METAL REPAIR, AND (8) ACETYLENE WELDING. EACH UNIT CONTAINS LESSON ASSIGNMENT SHEETS WITH THE SPECIFIC LESSON OBJECTIVE, THE RELATED INFORMATION WITH ILLUSTRATIONS, AND ASSIGNMENTS. A TEST IS PROVIDED AT THE END OF EACH UNIT. TO BE MOST HELPFUL, THIS MATERIAL SHOULD BE COMBINED WITH TEACHER DEMONSTRATION AND SUPERVISION OF THE MANIPULATIVE SKILLS REQUIRED BY THE TRADE. THE TEACHER SHOULD HAVE A SCIENCE AND AUTOMOBILE BODY REPAIR BACKGROUND. A GLOSSARY OF TRADE TERMS WITH PHONETIC SPELLING IS GIVEN. SUGGESTED CLASSROOM REFERENCES ARE LISTED. (HC)

VT 003 270
A GUIDE FOR USE IN DEVELOPING TRAINING PROGRAMS IN VOCATIONAL AUTOMOTIVE MECHANICS.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($2.00).
PUB DATE - AUG66 98P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; HIGH SCHOOLS

ABSTRACT - THE PURPOSE OF THIS CURRICULUM GUIDE IS TO ENCOURAGE THE DEVELOPMENT OF A MORE EFFICIENT INSTRUCTIONAL PROGRAM IN AUTOMOBILE MECHANICS FOR THE SECONDARY SCHOOL BY ASSISTING THE INSTRUCTOR IN MAKING LESSON PLANS FOR LECTURES AND DEMONSTRATIONS AND IN PLANNING SHOP ACTIVITIES. A STATEWIDE CURRICULUM COMMITTEE OF TRADE INSTRUCTORS USED FINDINGS FROM A TRADE ANALYSIS AS A BASIS FOR DEVELOPING THE MATERIALS. THE PURPOSE OF THE COURSE IS TO PREPARE THE STUDENT TO MEET BEGINNING EMPLOYMENT STANDARDS. THE MAJOR DIVISIONS ARE (1) ORIENTATION, BASIC OPERATIONS, WELDING, (2) ENGINE REBUILDING, (3) ELECTRICAL SYSTEM, (4) FUEL SYSTEM, (5) COOLING SYSTEM, (6) POWER TRAIN, (7) SUSPENSION SYSTEM, (8) STEERING SYSTEM, (9) BRAKES, AND (10) HEATING AND AIR CONDITIONING. EACH DIVISION INCLUDES A TOPICAL OUTLINE OF TRADE PRINCIPLES, SELECTED DESCRIPTIONS OF TRADE PRACTICE, AN EQUIPMENT LIST, AND A SUPPLIES LIST. THE COURSE IS DESIGNED FOR A 2-YEAR PROGRAM WITH 1,080 HOURS OF GROUP INSTRUCTION AND WITH TIME DESIGNATIONS FOR GROUP SHOP ACTIVITY WITHIN EACH DIVISION. THE TEACHER SHOULD BE OCCUPATIONALLY UP-TO-DATE WITH AT LEAST 2 YEARS OF WORK EXPERIENCE BEYOND THE LEARNER'S LEVEL. THE STUDENTS SHOULD HAVE MADE A DEFINITE VOCATIONAL CHOICE FOR THE TRADE. TOPIC OUTLINES ARE INCLUDED FOR RELATED MATHEMATICS AND SCIENCE. THE APPENDIXES CONTAIN A BIBLIOGRAPHY, TRADE ANALYSIS, STUDENT ROTATION PLAN, AND PROFICIENCY CHART. (HC)

VT 003 313
SELECTION AND USE OF TEACHING AIDS. (TEACHING METHODS AND TECHNIQUES IN TRADE AND INDUSTRIAL EDUCATION, STUDY GUIDE C-11).

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO STATE UNIV., COLUMBUS. INSTRUCTIONAL MATERIALS LABORATORY

OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.18)
PUB DATE - 6 618P

DESCRIPTORS - *STUDY GUIDES; *INSERVICE TEACHER EDUCATION; STUDENT PROJECTS; *TRADE AND INDUSTRIAL TEACHERS; *TRADE AND INDUSTRIAL EDUCATION; *AUDIOVISUAL AIDS; TEACHER DEVELOPED MATERIAL

ABSTRACT - THIS STUDY GUIDE WAS DEVELOPED BY TEACHER EDUCATORS TO ASSIST THE BEGINNING TRADE AND INDUSTRIAL INSTRUCTOR IN GAINING FAMILIARITY WITH INSTRUCTIONAL AIDS. SPECIFIC PROGRAM OBJECTIVES ARE TO ENRICH AND STRENGTHEN THE TRAINING PROGRAM BY MAKING TEACHERS AWARE OF AIDS AND THEIR SOURCES, TO ASSIST TEACHERS IN PREPARATION OF AIDS, AND TO OBSERVE AND OFFER CONSTRUCTIVE CRITICISM OF THE APPLICATION OF AIDS IN TEACHING. ASSIGNMENTS ARE: (1) PLANNING THE USE OF THE BLACKBOARD, (2) MOVIES, FILM STRIPS, AND SLIDES, (3) CHARTS AND GRAPHS, (4) POSTERS AND MANUALS, (5) PICTURES AND PHOTOGRAPHS, (6) FLANNEL BOARD, (7) USE OF ROLE PLAYING, (8) USE OF TAPE RECORDER, AND (9) USE OF MOCK-UPS AND CUTAWAYS. (PA)

VT 003 388
CAMPBELL, B.H.; OXLEY, VINCENT
RADIO AND TELEVISION SERVICING, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN RADIO AND TELEVISION SERVICING.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - JUN67 206P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TELEVISION REPAIRMEN; *RADIO; TELEVISION; HIGH SCHOOLS; POST SECONDARY EDUCATION; *COOPERATIVE EDUCATION; OCCUPATIONAL CLUSTERS

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN THE RELATED INSTRUCTION PHASE OF HIGH SCHOOL OR POST-SECONDARY COOPERATIVE OR PREPARATORY TRADE AND INDUSTRIAL EDUCATION PROGRAMS WITH A JOB CLUSTER FOCUS IN RADIO AND TELEVISION SERVICING. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF SUBJECT MATTER SPECIALISTS AND TEACHER EDUCATORS AND HAS BEEN PERIODICALLY REVISED DURING SEVERAL YEARS OF FIELD USE. THE CONTENT OBJECTIVE IS TO PROVIDE A GUIDE FOR THE STUDY OF THE TECHNICAL AND RELATED OCCUPATIONAL INFORMATION BASIC TO AN INTELLIGENT UNDERSTANDING TO THE TRADE. THE 216 JOB SKILLS AND PROCEDURES AND TECHNICAL AND RELATED INFORMATION TOPICS ARE CORRELATED IN PARALLEL COLUMNS WITH 37 ASSIGNMENT SHEETS WHICH PROVIDE THE STUDENT WITH THE ASSIGNMENT, REFERENCE, AND A SERIES OF TRUE-FALSE, COMPLETION, MULTIPLE CHOICE, AND LISTING OR PROBLEM-TYPE QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER DIRECTION FOR 180 HOURS. THE TEACHER SHOULD BE A QUALIFIED COORDINATOR OR TRADE INSTRUCTOR, AND THE STUDENTS MUST BE JUNIORS IN HIGH SCHOOL WITH A BASIC COURSE IN ELECTRICITY AND ELECTRONICS. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF REFERENCES KEYED TO THE ASSIGNMENT SHEETS AND A TRAINING PLAN AND PROGRESS RECORD. AN ANSWER KEY FOR THE INSTRUCTOR IS AVAILABLE AS VT 003 387. (HC)

VT 003 391
COCKRUM, JIM
SUPERVISED STUDY GUIDE IN CARPENTRY.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($5.35 WHICH INCLUDES VT 003 390).
PUB DATE - JUL67 154P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; POST SECONDARY EDUCATION; *CARPENTRY; GRADE 11; GRADE 12; *INDIVIDUAL INSTRUCTION; STUDENT RECORDS

ABSTRACT - THIS SUPERVISED STUDY GUIDE IS FOR STUDENT USE AT THE JUNIOR, SENIOR, OR POST-SECONDARY LEVEL IN ENTRY CARPENTRY COURSES. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND INTERESTED COORDINATORS IN A SUMMER SCHOOL CLASS. AN INTRODUCTION TO THE VOCATION OF CARPENTRY, PRECEDES THE ASSIGNMENT SHEETS WHICH COVER (1) CARPENTRY TOOLS, (2) WOOD, (3) INSULATION, (4) FASTENERS AND OTHER HARDWARE, (5) BLUEPRINTS AND SPECIFICATIONS, (6) FOUNDATIONS, (7) WALL AND FLOOR FRAMING, (8) ROOF FRAMING, (9) EXTERIOR COVERING AND TRIM, AND (10) INTERIOR FINISHING. EACH SHEET CONTAINS SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. THE MATERIAL IS TO BE USED IN A 2-YEAR PART TIME PROGRAM OR FOR 360 HOURS OF DIRECTED STUDY. THE TEACHER SHOULD BE A QUALIFIED COORDINATOR OR CRAFT INSTRUCTOR. SUPPLEMENTARY MATERIALS INCLUDE JOB AND CLASS PROGRESS RECORDS AND A SHORT SELECTED BIBLIOGRAPHY OF NECESSARY REFERENCES AND MATERIALS. "UNIT TESTS FOR SUPERVISED STUDY GUIDE IN CARPENTRY" (VT 003 390) AND THIS GUIDE ARE AVAILABLE FOR $5.35. AN "ANSWER BOOK FOR SUPERVISED STUDY GUIDE IN CARPENTRY" (VT 003 389) IS AVAILABLE FOR $3.15. (EM)

VT 003 491
A GUIDE FOR USE IN DEVELOPING TRAINING PROGRAMS IN VOCATIONAL WELDING (COMBINATION).

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($2.00).
PUB DATE - FEB67 72P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *WELDING; HIGH SCHOOLS; POST SECONDARY EDUCATION; EQUIPMENT

ABSTRACT - THIS CURRICULUM GUIDE WAS PREPARED TO ASSIST THE TRADE INSTRUCTOR IN PLANNING AND DEVELOPING A WELDING COURSE TO PREPARE HIGH SCHOOL VOCATIONAL STUDENTS FOR ENTRY-LEVEL OCCUPATION AS A COMBINATION WELDER. THE MATERIAL WAS DEVELOPED BY A CURRICULUM COMMITTEE FROM A TRADE ANALYSIS INVOLVING WELDED JOINTS, WELDING POSITIONS, AND TYPES OF METALS TO BE JOINED. INSTRUCTIONAL BLOCKS ARE (1) LAYOUT, (2) OXYACETYLENE, (3) BURNING (OXYACETYLENE CUTTING), (4) BRAZING AND SOLDERING, (5) MANUAL METAL ARC, (6) HELIARC (TIG), (7) MANUAL INERT GAS, AND (8) SHORT ARC. JOB SHEETS WITHIN EACH BLOCK INCLUDE (1) A JOB ASSIGNMENT, (2) REFERENCES, (3) TRADE PRINCIPLES, (4) EQUIPMENT, (5) TOOLS AND SUPPLIES, (6) SAFETY, AND (7) TRADE PRACTICES. RELATED INSTRUCTION OUTLINES COVER (1) INTRODUCTION TO WELDING, (2) OXYACETYLENE WELDING, (3) BASIC METALLURGY, (4) WELDS, JOINTS, AND POSITIONS, AND (5) BLUEPRINT READING. THE COURSE IS DESIGNED AS A 2-YEAR PROGRAM WITH 1,080 HOURS OF TRAINING TO BE TAUGHT BY A TEACHER WITH AT LEAST 2 YEARS OF WORK EXPERIENCE BEYOND THE LEARNER'S LEVEL. THE PROGRAM IS FOR STUDENTS WHO WANT, NEED, AND ARE ABLE TO PROFIT FROM INSTRUCTION AND WHO HAVE MADE A DEFINITE VOCATIONAL CHOICE. EQUIPMENT AND CONSUMABLE SUPPLIES ARE LISTED, AND A BIBLIOGRAPHY CONTAINS INSTRUCTOR'S REFERENCES, RECOMMENDED TEXTBOOKS, AND REFERENCE BOOKS. (HC)

VT 003 492
A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL METAL

TRADES.

MISSISSIPPI STATE UNIV., STATE COLLEGE.
CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE,
MISSISSIPPI 39762 ($1.00).
PUB DATE - APR67 71P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; SHEET METAL WORKERS; WELDERS; OCCUPATIONAL CLUSTERS; HIGH SCHOOLS; POST SECONDARY EDUCATION; EQUIPMENT

ABSTRACT - THIS CURRICULUM GUIDE WAS PREPARED TO ASSIST THE TRADE INSTRUCTOR IN PLANNING AND DEVELOPING INSTRUCTIONAL MATERIALS FOR A HIGH SCHOOL METAL TRADES COURSE ORGANIZED ON THE OCCUPATIONAL CLUSTER CONCEPT AND ENCOMPASSING THE BASIC KNOWLEDGE AND SKILLS OF THE METAL MACHINING, SHEET METAL, AND WELDING TRADES. A CURRICULUM COMMITTEE DEVELOPED THE MATERIAL BY IDENTIFYING OPERATIONS AND INFORMATIONAL TOPICS WITHIN EACH FIELD. THE OBJECTIVES OF THE COURSE ARE TO DEVELOP ENTRY-LEVEL KNOWLEDGE AND SKILLS IN ONE OF THE SPECIFIC OCCUPATIONS OR TO DEVELOP KNOWLEDGE AND SKILLS BASIC TO THE METAL TRADES OCCUPATIONAL CLUSTER. JOB PROCEDURES FOR THE INSTRUCTIONAL BLOCKS OF SHEET METAL, WELDING, AND MACHINE SHOP, AND RELATED INSTRUCTION FOR APPLIED MATHEMATICS, APPLIED PHYSICAL SCIENCE, BASIC METALLURGY, AND BLUEPRINT READING ARE OUTLINED. THIS COURSE IS DESIGNED FOR A 2-YEAR PROGRAM WITH 1,080 HOURS OF TRAINING. INSTRUCTIONAL PROCEDURES ARE RECOMMENDED FOR THE TRADE COMPETENT TEACHER. STUDENTS SHOULD HAVE A DEFINITE VOCATIONAL COMMITMENT TO ONE OF THE SPECIFIC TRADES OR TO THE METAL TRADES OCCUPATIONAL CLUSTER. NECESSARY EQUIPMENT AND CONSUMABLE SUPPLIES ARE LISTED, AND A BIBLIOGRAPHY CONTAINS RECOMMENDED TEXTBOOKS AND REFERENCE BOOKS FOR EACH FIELD. (HC)

VT 003 493
A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL SHEET METAL.

MISSISSIPPI STATE UNIV., STATE COLLEGE.
CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE,
MISSISSIPPI 39762 ($1.00).
PUB DATE - MAR67 36P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SHEET METAL WORKERS; *SHEET METAL WORK; HIGH SCHOOLS; POST SECONDARY EDUCATION; EQUIPMENT

ABSTRACT - THIS CURRICULUM GUIDE WAS PREPARED TO ASSIST THE TRADE INSTRUCTOR IN PLANNING AND DEVELOPING INSTRUCTIONAL MATERIALS FOR A SHEET METAL COURSE FOR TRAINING HIGH SCHOOL STUDENTS FOR EMPLOYMENT AT A BEGINNER'S LEVEL. THE MATERIAL WAS DEVELOPED BY A GROUP OF INSTRUCTORS AND TRADESMEN BY SYSTEMATICALLY GROUPING THE MAJOR SEGMENTS OF A TRADE ANALYSIS INTO INSTRUCTIONAL BLOCKS AND THEN INTO BASIC MANIPULATIVE TASKS AND INFORMATIONAL TOPICS. THE INSTRUCTIONAL BLOCKS ARE (1) MEASUREMENT, (2) LAYOUT, (3) HAND PROCESSES, (4) MACHINE PROCESSES, AND (5) WELDING. EACH BLOCK CONTAINS AN OUTLINE OF OPERATIONS AND JOBS FOR GROUP, SUBGROUP, OR INDIVIDUAL PERFORMANCE. RELATED INSTRUCTION OUTLINES ARE PRESENTED. THE COURSE IS DESIGNED FOR A 2-YEAR PROGRAM WITH 1,080 HOURS OF TRAINING. INSTRUCTIONAL PROCEDURES ARE RECOMMENDED FOR THE TRADE COMPETENT TEACHER. STUDENTS SHOULD HAVE A VOCATIONAL COMMITMENT TO THE SHEET METAL TRADE, A GENERAL MECHANICAL APTITUDE, A COURSE IN GENERAL MATHEMATICS, AND A COURSE IN MECHANICAL DRAWING. NECESSARY EQUIPMENT IS LISTED AND A BIBLIOGRAPHY CONTAINS RECOMMENDED TEXTS AND SUGGESTED REFERENCES. (HC)

VT 003 494
A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL AUTOMOBILE-BODY REPAIR.

MISSISSIPPI STATE UNIV., STATE COLLEGE.
CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE,
MISSISSIPPI 39762 ($1.00).
PUB DATE - AUG67 32P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; *MOTOR VEHICLES; HIGH SCHOOLS; POST SECONDARY EDUCATION; EQUIPMENT

ABSTRACT - THIS CURRICULUM GUIDE WAS PREPARED TO ASSIST THE TRADE INSTRUCTOR IN PLANNING AND DEVELOPING INSTRUCTIONAL MATERIALS FOR AN AUTOMOBILE BODY REPAIR COURSE TO TRAIN HIGH SCHOOL STUDENTS FOR EMPLOYMENT AT THE ADVANCED BEGINNER'S LEVEL. THE MATERIAL WAS DEVELOPED BY TRADE INSTRUCTORS BY SYSTEMATICALLY GROUPING THE MAJOR SEGMENTS OF A TRADE ANALYSIS INTO INSTRUCTIONAL BLOCKS AND THEN INTO BASIC MANIPULATIVE TASKS. A COMMITTEE IDENTIFIED RELATED INFORMATIONAL TOPICS. INSTRUCTIONAL BLOCKS INCLUDE (1) WELDING, (2) BODY ALIGNMENT AND REPAIR, (3) SPECIAL BODY JOBS, (4) FRAMES, AND (5) PAINTING. EACH BLOCK CONTAINS AN OUTLINE OF OPERATIONS AND JOBS FOR GROUP, SUBGROUP, OR INDIVIDUAL PERFORMANCE. RELATED INSTRUCTION OUTLINE TOPICS ARE INCLUDED FOR EACH INSTRUCTIONAL BLOCK AND FOR APPLIED SCIENCE AND MATHEMATICS. THE COURSE IS DESIGNED FOR A 2-YEAR PROGRAM WITH 1,080 HOURS OF TRAINING. INSTRUCTIONAL PROCEDURES ARE RECOMMENDED FOR THE TRADE COMPETENT TEACHER. STUDENTS SHOULD HAVE A VOCATIONAL COMMITMENT TO THE TRADE AND GENERAL MECHANICAL APTITUDES. EQUIPMENT AND CONSUMABLE SUPPLIES ARE LISTED, AND A BIBLIOGRAPHY CONTAINS RECOMMENDED TEXTBOOKS AND SUGGESTED REFERENCES. (HC)

VT 003 495
A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL DIESEL-ENGINE MECHANICS.

MISSISSIPPI STATE UNIV., STATE COLLEGE.
CURRICULUM LAB.
PUB DATE - AUG67 51P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *DIESEL MECHANICS; *DIESEL ENGINES; HIGH SCHOOLS; POST SECONDARY

EDUCATION; EQUIPMENT

ABSTRACT - THIS CURRICULUM GUIDE WAS PREPARED TO ASSIST THE TRADE INSTRUCTOR IN PLANNING AND DEVELOPING INSTRUCTIONAL MATERIALS FOR A COURSE IN DIESEL MECHANICS FOR TRAINING HIGH SCHOOL STUDENTS FOR EMPLOYMENT AT ADVANCED LEARNER'S LEVEL. THE MATERIAL WAS DEVELOPED BY TRADE INSTRUCTORS BY A SYSTEMATIC ANALYSIS OF THE OPERATIONS OF THE TRADE. THE MAJOR INSTRUCTIONAL AREAS ARE ORGANIZED IN BLOCKS OF OPERATIONS AND INFORMATIONAL TOPICS RELATED TO SPECIFIC JOBS TO BE PERFORMED BY GROUPS, SUBGROUPS, OR INDIVIDUALS. THE INSTRUCTIONAL BLOCKS ARE (1) BLOCK ASSEMBLY, (2) HEAD ASSEMBLY, (3) ELECTRICAL SYSTEM, (4) FUEL SYSTEM, (5) COOLING SYSTEM, (6) INTAKE-EXHAUST-BLOWER SYSTEM, AND (7) MISCELLANEOUS. THE COURSE IS DESIGNED FOR A 2-YEAR PROGRAM WITH 1,080 HOURS OF TRAINING. INSTRUCTIONAL PROCEDURES ARE RECOMMENDED FOR THE TRADE COMPETENT TEACHER. STUDENTS SHOULD HAVE A BACKGROUND IN MATHEMATICS AND GENERAL SCIENCE. EQUIPMENT AND CONSUMABLE SUPPLIES ARE LISTED, AND A BIBLIOGRAPHY CONTAINS RECOMMENDED TEXTBOOKS AND SUGGESTED REFERENCES. (HC)

VT 003 502 ED 016 078
BEARDEN, H.D.
TECHNICAL TRAINING FOR INDUSTRIAL RADIOGRAPHERS. FINAL REPORT .

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE

PUB DATE - JUN6 79P

DESCRIPTORS - .*TECHNICAL EDUCATION; *RADIOGRAPHERS; PROGRAM DEVELOPMENT; *TRADE AND INDUSTRIAL EDUCATION; *EDUCATIONAL PROGRAMS; PROGRAM DESCRIPTION

ABSTRACT - TO OFFSET THE PROBLEM OF A SHORTAGE OF QUALIFIED TECHNICIANS TO SERVE AS RADIOGRAPHERS IN INDUSTRY, 19 STUDENTS WERE TRAINED IN TWO CLASSES, THE FIRST CONSISTING OF 19, AND THE SECOND OF EIGHTEEN 30-HOUR WEEKS. ORGANIZED FORMAL OR LECTURE-TYPE INSTRUCTION WAS PRESENTED IN SOME SUBJECT AREAS, BUT THE MAJOR EMPHASIS WAS ON LABORATORY EXPERIENCES INCLUDING PREPARING SAMPLES, RADIOGRAPHING EITHER WITH X-RAY OR RADIOISOTOPES, DEVELOPING FILM, AND INTERPRETING RESULTS AS REQUIRED OF LICENSED RADIOGRAPHER PERSONNEL. CLASSROOM AND LABORATORY EXPERIENCES WERE SUPPLEMENTED BY VISITS TO COMMERCIAL TESTING LABORATORIES, FOUNDRIES, AND STEEL FABRICATORS. TESTS, ORAL, WRITTEN, HANDS-ON OPERATIONAL, OR SPECIAL, WERE GIVEN PERIODICALLY. TOWARD THE END OF THE COURSE, A SERIES OF TESTS AND VALIDATED PERFORMANCE TRIALS WAS ADMINISTERED FOR QUALIFYING THE STUDENTS TO MEET THE REQUIREMENTS OF INDUSTRY. ALL GRADUATES WERE OFFERED JOBS IN THE FIELD OF RADIOGRAPHIC INSPECTION. THE LESSON PLANS AND RELATED INFORMATION DATA WERE DEVELOPED IN ROUGH OR BASIC FORM DURING THE FIRST COURSE AND USED, TESTED, AND IMPROVED IN THE SECOND COURSE. AFTER THIS TRIAL AND MODIFICATION, THE LESSON PLANS AND RELATED MATERIALS WERE COMPILED, EDITED, AND ORGANIZED INTO TWO INSTRUCTOR'S GUIDES. THESE GUIDES ARE AVAILABLE AS VT 003 503 (ED 016 816) AND VT 003 565 (ED 015 217), BOTH IN AIM SUMMER 1968. (HC)

VT 003 503 ED 016 816
INDUSTRIAL RADIOGRAPHY COURSE, INSTRUCTORS' GUIDE. VOLUME 2.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE.
PUB DATE - 67 110P.

DESCRIPTORS - *RADIATION; *RADIOGRAPHERS; *RESOURCE MATERIALS; TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - INFORMATION RELATIVE TO THE LESSON PLANS IN "INDUSTRIAL RADIOGRAPHY COURSE, INSTRUCTOR'S GUIDE, VOLUME I" (VT 003 565) IS PRESENTED ON 52 INFORMATION SHEETS INCLUDING THE SUBJECTS SHIELDING EQUATIONS AND LOGARITHMS, METAL PROPERTIES, FIELD TRIP INSTRUCTIONS FOR STUDENTS, WELDING SYMBOLS AND SIZES, SAMPLE REPORT FORMS, AND TYPICAL SHIPPING CONTAINER. THE SHEETS WERE PREPARED BY THE ENGINEERING EXTENSION SERVICE, TEXAS AGRICULTURAL AND MECHANICAL UNIVERSITY, COLLEGE STATION, TEXAS. THEY ARE FOR INSTRUCTOR USE AT THE POST-SECONDARY LEVEL WITH STUDENTS HAVING COURSES IN MATHEMATICS, CHEMISTRY, AND PHYSICS OR FORMAL TRAINING AS INDUSTRIAL OR MEDICAL X-RAY TECHNICIANS. THE SHEETS CAN BE DUPLICATED FOR CLASS DISTRIBUTION, OR THEY CAN BE PROJECTED. THEY ARE ILLUSTRATED WITH PHOTOGRAPHS, LINE DRAWINGS, AND TABLES. A BIBLIOGRAPHY OF BOOKS AND FILMS, AND A GLOSSARY ARE INCLUDED. (EM)

VT 003 507 ED 014 572
CESTRONE, PATRICK F.
TEACH THEM TO LIFT. SAFETY IN INDUSTRY--MECHANICAL AND PHYSICAL HAZARDS SERIES.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
DOL-BLS-BULL-110
PUB DATE - 65 28P.

DESCRIPTORS - *INDUSTRIAL EDUCATION; *INDUSTRY; *LIFTING; *SAFETY; *TEACHING GUIDES

ABSTRACT - BASIC LIFTING TECHNIQUES TO HELP PREVENT INJURIES TO WORKERS ARE DESCRIBED AND ILLUSTRATED IN THIS BULLETIN. TEACHING TECHNIQUES ARE SUGGESTED. ONE SECTION INCLUDES A "DO-IT-YOURSELF" PROJECT CONTAINING PLANS AND INSTRUCTIONS ON HOW TO BUILD A "HOW TO LIFT MODEL" WHICH CAN BE USED AS AN ECONOMICAL VISUAL TRAINING AID. PRINCIPLES OF SAFE LIFTING INCLUDE -- (1) CARRY THE LOAD CLOSE TO THE BODY, (2) KEEP THE BACK AS STRAIGHT AS POSSIBLE, (3) LIFT WITH THE LEG AND ARM MUSCLES, (4) HAVE A CLEAR VISION OVER THE LOAD, (5) GET HELP IF THE LOAD INTERFERES WITH NORMAL WALKING, (6) NEVER BE AFRAID TO ASK FOR HELP, (7) BRING IN SUGGESTIONS WHEN YOU THINK SOME TYPE OF MECHANICAL EQUIPMENT WILL DO A BETTER JOB, AND (8) HOUSEKEEPING IS IMPORTANT. THIS REVISION WAS PREPARED IN THE OFFICE OF OCCUPATIONAL SAFETY, DIVISION OF PROGRAMING AND RESEARCH. THE DOCUMENT SIZE IS 6 BY 9 INCHES. IT IS ALSO AVAILABLE AS GPO L16.3--

110 FOR 15 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (PS)

VT 003 508 ED 014 573
CESTRONE, PATRICK F.
CHEMISTRY FOR THE SAFETY MAN. SAFETY IN INDUSTRY--ENVIRONMENTAL AND CHEMICAL HAZARDS SERVICES.

BUREAU OF EMPLOYMENT SECURITY (DEPT. OF LABOR), WASHINGTON, D.C.
DOL-BLS-BULL-222
PUB DATE - 65 31P.

DESCRIPTORS - *CHEMISTRY; *INDUSTRIAL EDUCATION; *INDUSTRY; *SAFETY; *TEXTBOOKS

ABSTRACT - THIS BULLETIN, ONE OF A SERIES ON SAFETY IN INDUSTRY, IS INTENDED TO PROVIDE THE BACKGROUND WHICH WILL ENABLE THE SAFETY MAN TO UNDERSTAND SOME OF THE PRINCIPLES APPLIED IN CONTROLLING CHEMICAL HAZARDS. IT WAS PREPARED IN THE OFFICE OF OCCUPATIONAL SAFETY, DIVISION OF PROGRAMING AND RESEARCH, BUREAU OF LABOR STANDARDS. TOPICS INCLUDE (1) WHAT IS CHEMISTRY, (2) DEFINITION AND PROPERTIES OF MATTER, (3) DESCRIPTION AND CHARACTERISTICS OF SOME IMPORTANT CHEMICALS, (4) FLAMMABLE AND COMBUSTIBLE LIQUIDS, AND (5) DETERMINING THE PROPERTIES OF CHEMICALS. THE DOCUMENT SIZE IS 6 BY 9 INCHES. IT IS ALSO AVAILABLE AS GPO NUMBER L16.3--222 FOR 15 CENTS FROM THE SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (PS)

VT 003 509
NETTERSTROM, RALPH W.
RIGGING CARGO GEAR. (SAFETY IN INDUSTRY, MECHANICAL AND PHYSICAL HAZARDS SERIES).

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO L16.3--240, $.15).
PUB DATE - 66 27P.

DESCRIPTORS - *SAFETY; *STEVEDORES; INDUSTRY; *RIGGING; *TEXTBOOKS; *INDUSTRIAL EDUCATION

ABSTRACT - THIS BULLETIN IS FOR USE AS AN INSTRUCTIONAL HANDBOOK FOR STEVEDORES IN PREVENTING SHIP'S CARGO GEAR FAILURES AND RESULTING PERSONAL INJURY AND PROPERTY DAMAGE. ONE OF A SERIES ON SAFETY IN INDUSTRY, IT WAS PREPARED IN THE MARITIME BRANCH. SAFE PRACTICES IN RIGGING AND USING CARGO HANDLING GEAR ARE SUGGESTED FOR THE SWINGING BOOM, BURTONED LOADS, STRESS ON GUYS, JACKKNIFING, AND PREVENTERS. THE DOCUMENT SIZE IS 6 BY 9 INCHES. (PS)

VT 003 510
INTRODUCTION TO INDUSTRIAL SAFETY. (SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE).

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
BULL-267
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO L16.3--267, $.20).
PUB DATE - 65 25P.

DESCRIPTORS - *CURRICULUM GUIDES; *SAFETY; *INJURIES; *INDUSTRY; *INDUSTRIAL EDUCATION

ABSTRACT - THE OUTLINE IS FOR INSTRUCTOR USE AS A GUIDE TO STANDARD PRESENTATION OF SAFETY INSTRUCTION IN INDUSTRY. ADDITIONAL INFORMATION, MATERIALS, AND ILLUSTRATIONS SHOULD BE INCLUDED FOR A COMPLETE PRESENTATION. IT WAS DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS, U.S. DEPARTMENT OF LABOR. ILLUSTRATIONS AND BASIC CONTENT ARE INCLUDED FOR (1) EARLY INJURY CAUSES, (2) UNSAFE ACT--UNSAFE CONDITION, (3) NEW INJURY SOURCES, (4) GROWTH OF MACHINE AGE, (5) INDUSTRIAL INJURIES IN THE UNITED STATES, (6) NATIONAL PROBLEM, (7) FUNCTIONS OF FEDERAL AND STATE GOVERNMENT, (8) THE INSPECTOR'S JOB, AND (9) CONSULTATIVE APPROACH. (PS)

VT 003 511
ACCIDENT COST CONTROL. (SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE).

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
BULL-268
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO L16.3--268, $.20).
PUB DATE - 65 20P.

DESCRIPTORS - *CURRICULUM GUIDES; *SAFETY; *INDUSTRY; *ACCIDENTS; *COSTS; INDUSTRIAL EDUCATION

ABSTRACT - THIS OUTLINE IS FOR INSTRUCTOR USE AS A GUIDE TO STANDARD PRESENTATION OF AN ACCIDENT COST CONTROL SYSTEM WHICH WILL SHOW HOW MUCH ACCIDENTS COST AND WILL THEREFORE BE AN IMPORTANT FACTOR IN DETERMINING THE SAFETY PROGRAM IN A PLANT. ADDITIONAL INFORMATION, MATERIALS, AND ILLUSTRATIONS SHOULD BE INCLUDED FOR A COMPLETE PRESENTATION. IT WAS DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS, U.S. DEPARTMENT OF LABOR. ILLUSTRATIONS AND BASIC CONTENT ARE INCLUDED FOR (1) DIRECT-INDIRECT COSTS, (2) INSURANCE AND UNINSURED COSTS, (3) ELEMENT OF PRODUCTION, ACCIDENT COST CONCEPT, (4) MEDICAL AND COMPENSATION COSTS, (5) MANPOWER COSTS, (6) MACHINERY, MATERIAL, AND EQUIPMENT COSTS, (7) TOTAL COSTS OF ACCIDENTS, (8) ELEMENTS OF PRODUCTION--ACCIDENT COST FORM, AND (9) WORKERS LOSE. (PS)

VT 003 512
APPRAISING SAFETY PERFORMANCE. (SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE).

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
BULL-269
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO L16.3--269, $.20).

PUB DATE - 65 20P.

DESCRIPTORS - *SAFETY; *INDUSTRY; *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; ACCIDENTS; INJURIES; *PROGRAM EVALUATION

ABSTRACT - THE COURSE IS CONCERNED WITH APPRAISING THE EFFECTIVENESS OF THE SAFETY PROGRAM AND THE QUALITY OF THE SAFETY PERFORMANCE IN INDUSTRY. THIS INSTRUCTOR OUTLINE IS INTENDED ONLY AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT. ADDITIONAL INFORMATION, MATERIAL, AND ILLUSTRATIONS SHOULD BE INCLUDED. CONTENT INCLUDES USE OF RECORDS, USE OF INJURY RATES, FREQUENCY RATE DEFINITION, FREQUENCY RATE COMPUTATION, SEVERITY RATE DEFINITION, AND USE OF TIME CHARGES, SEVERITY RATE COMPUTATION, AND OTHER METHODS OF APPRAISAL. THE OUTLINE WAS DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS, U.S. DEPARTMENT OF LABOR. (PS)

VT 003 513 ED 014 574
OTTO, FRANCIS L. ; VAN ATTA, F.A.
PLANNING FOR SAFETY ON THE JOBSITE. SAFETY IN INDUSTRY--CONSTRUCTION INDUSTRY SERIES.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
DOL-BLS-BULL-273
PUB DATE - 66 41P.

DESCRIPTORS - *CONSTRUCTION INDUSTRY; *INDUSTRIAL EDUCATION; PROGRAM ADMINISTRATION; PROGRAM DEVELOPMENT; *PROGRAM PLANNING; *SAFETY

ABSTRACT - WORK INJURIES AND THEIR MONETARY LOSSES IN THE CONSTRUCTION INDUSTRY CAN BE EFFECTIVELY PREVENTED ONLY THROUGH AN AGGRESSIVE AND WELL-PLANNED SAFETY EFFORT. THIS BULLETIN DISCUSSES THE "HOW" OF PLANNING FOR SAFETY ON THE JOBSITE. IT WAS PREPARED IN THE DIVISION OF PROGRAMING AND RESEARCH, OFFICE OF OCCUPATIONAL SAFETY. CONTENTS INCLUDE (1) THE ADMINISTRATION AND SUPERVISION OF A SAFETY PROGRAM, (2) LAWS, CODES, AND STANDARDS, (3) SAFETY PROGRAM DEVELOPMENT, (4) PERSONNEL SELECTION, PLACEMENT, AND TRAINING, (5) STANDARD SAFE WORK PROCEDURES, (6) LOCATION OF MEN, MATERIALS, AND EQUIPMENT, (7) MOVEMENT OF SUPPLIES AND EQUIPMENT, (8) STORAGE AND PERSONNEL FACILITIES, (9) WORK AREAS AND SURFACES, (10) MECHANICAL EQUIPMENT AND GUARDING, (11) JOB HOUSEKEEPING AND SANITATION, (12) HANDTOOLS AND POWER TOOLS, (13) FIRE PROTECTION AND CONTROL, (14) OCCUPATIONAL DISEASE PREVENTION, (15) PROTECTIVE MAINTENANCE, (16) ELECTRICAL SAFETY, AND (17) PROTECTION OF THE PUBLIC. THE DOCUMENT SIZE IS 6 BY 9 INCHES. IT IS ALSO AVAILABLE AS GPO L16.3--273 FOR 25 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (PS)

VT 003 514
BASIC PRINCIPLES OF MACHINERY SAFEGUARDING. (SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE).

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
BULL-276
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO L16.3--276, $.40).
PUB DATE - 65 72P.

DESCRIPTORS - *SAFETY EQUIPMENT; *INDUSTRY; *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *SAFETY

ABSTRACT - IT IS MANAGEMENT'S RESPONSIBILITY TO PROVIDE ADEQUATE MACHINE SAFEGUARDING TO PROTECT THE EMPLOYEE. SUCH SAFEGUARDING SHOULD ALSO PROTECT THE MACHINE FROM DAMAGE AS WELL AS PREVENT LOSS OF PRODUCTION. BASIC PRINCIPLES OF MACHINE SAFEGUARDING ARE ILLUSTRATED BY MEANS OF CHARTS. THIS INSTRUCTOR'S OUTLINE PROVIDES A GUIDE TO STANDARD PRESENTATION OF THE COURSE IN SEQUENCE AND BASIC CONTENT. ADDITIONAL INFORMATION, MATERIALS, AND ILLUSTRATIONS SHOULD BE INCLUDED. CONTENT INCLUDES WHY AND WHERE GUARDS ARE NEEDED, GUARD REQUIREMENTS, REASONS FOR MAKING AND BUYING GUARDS, DESIGN OF GUARDS, BASIC GUARD TYPES, HAZARD CONTROL, AND MECHANICAL AND OPERATIONAL HAZARDS. THIS OUTLINE WAS DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS, U.S. DEPARTMENT OF LABOR. (PS)

VT 003 515
OTTO, FRANCIS L.
DEMOLITION. SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE, CONSTRUCTION SAFETY SERIES.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
BULL-277
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO L16.3--277, $.45).
PUB DATE - 66 74P.

DESCRIPTORS - *SAFETY; *INDUSTRY; *DEMOLITION; CURRICULUM GUIDES; *TEACHING GUIDES; *INDUSTRIAL EDUCATION

ABSTRACT - THE SEQUENCE AND BASIC CONTENT OF A COURSE ON SAFETY TECHNIQUES IN DEMOLITION ARE GIVEN IN THIS INSTRUCTOR'S OUTLINE. ADDITIONAL INFORMATION, MATERIALS, AND ILLUSTRATIONS SHOULD BE INCLUDED FOR A COMPLETE PRESENTATION SUITABLE TO THE CONDITIONS, LOCALITY, INDUSTRY, OR OCCUPATIONAL GROUP. BLACK AND WHITE PICTURE CHARTS ILLUSTRATE 47 SAFE AND UNSAFE DEMOLITION PRACTICES. EACH IS DISCUSSED BRIEFLY. SOME CHART TITLES ARE (1) UNSAFE WRECKING METHODS, (2) BRICK CLEANING, (3) WINDOW REMOVAL, (4) WARNING SIGNS, (5) FLAGMAN, (6) NO SIDEWALK PROTECTION, (7) UNSAFE LADDER USE, (8) LONG CHUTE, (9) STANDING WALL SECTION, (10) DEMOLITION BY CLAMSHELL, (11) STEEL FRAMING, (12) BURNING OPERATION, AND (13) SAFE WORKING METHODS. THE OUTLINE WAS DEVELOPED IN THE OFFICE OF OCCUPATIONAL SAFETY. (PS)

VT 003 516
OTTO, FRANCIS L.
SAFETY INSPECTION PROCEDURES. (SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE).

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
BULL-286
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO L16.3--286, $.35).
PUB DATE - 67 49P.

DESCRIPTORS - *SAFETY INSPECTION; *SAFETY; *INDUSTRY; *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION

ABSTRACT - THE BASIC PURPOSES OF SAFETY INSPECTION ARE TO DETECT POTENTIAL ACCIDENT CAUSES SO THAT THEY MAY BE CORRECTED AND TO PREVENT AN ACCIDENT FROM OCCURRING. SAFETY INSPECTION PROCEDURES ARE ILLUSTRATED BY CHARTS IN THIS INSTRUCTOR'S OUTLINE WHICH PROVIDES A GUIDE TO STANDARD PRESENTATION OF THE COURSE IN SEQUENCE AND BASIC CONTENT. ADDITIONAL INFORMATION, MATERIALS, AND ILLUSTRATIONS SHOULD BE INCLUDED. CONTENT INCLUDES (1) PURPOSE OF INSPECTION, (2) INSPECTION METHODS, (3) WHO INSPECTS, (4) WHAT GUIDES, CHARTS, AND OTHER AIDS THE INSPECTOR SHOULD HAVE, (5) WHAT THE INSPECTOR SHOULD LOOK FOR, (6) REPORTING AND RECORDING PROCEDURES, (7) EXAMPLES OF WHAT TO CHECK IN A SAFETY INSPECTION, AND (8) A PLANT INSPECTION CHECK SHEET. THE OUTLINE WAS DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. (PS)

VT 003 518
PERSONAL PROTECTIVE EQUIPMENT. (SAFETY IN INDUSTRY, INSTRUCTOR OUTLINE).

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
BULL-299
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO L16.3--299, $.35).
PUB DATE - 67 46P.

DESCRIPTORS - *SAFETY; *SAFETY EQUIPMENT; *INDUSTRY; *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION

ABSTRACT - THIS INSTRUCTOR OUTLINE CONSISTS OF ILLUSTRATIONS OF PROTECTIVE EQUIPMENT AND INFORMATIVE MATERIAL ON CONSTRUCTION REQUIREMENTS, USE OF EQUIPMENT, OTHER FACTORS TO CONSIDER FOR EYE, HEAD, AND FOOT PROTECTION, AND PROTECTIVE CLOTHING MATERIALS. INSTRUCTIONS FOR PLANNING THE COURSE AND PREPARING THE CLASSROOM AND TIPS FOR TEACHING ARE PROVIDED. THE OUTLINE WAS DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS, U.S. DEPARTMENT OF LABOR. (PS)

VT 003 533
TECHNICAL SUBJECTS, COURSES OF STUDY.

ONTARIO DEPT. OF EDUCATION, CANADA. THE SCIENCE, TECHNOLOGY, AND TRADES BRANCH
CURRICULUM RP-27
PUB DATE - 67 274P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES
IDENTIFIERS - ONTARIO; CANADA

ABSTRACT - THIS CURRICULUM GUIDE COVERS THE TECHNICAL, MATHEMATICS, AND SCIENCE COURSES FOR GRADES 11-12 OF THE FIVE-YEAR PROGRAMME, GRADES 9-12 OF THE FOUR-YEAR PROGRAMME, AND GRADES 9-10 OF THE TWO-YEAR PROGRAMME. THESE CURRICULUMS COVER (1) AIRCRAFT, (2) AIR CONDITIONING AND REFRIGERATION, (3) APPLIED ELECTRICITY, (4) APPLIED ELECTRONICS, (5) AUTO BODY REPAIR, (6) AUTO MECHANICS, (7) DRAFTING, (8) GRAPHIC ARTS, (9) INDUSTRIAL CHEMISTRY, (10) INDUSTRIAL PHYSICS, (11) MACHINE SHOP, (12) PLUMBING, (13) SHEET METAL, (14) WELDING, AND (15) WOODWORKING. DESCRIPTIVE PARAGRAPHS ARE PROVIDED FOR THE SEVERAL TOPICS COVERED FOR EACH COURSE AS WELL AS GENERAL OBJECTIVES. (EM)

VT 003 565 ED 015 271
INDUSTRIAL RADIOGRAPHY COURSE, INSTRUCTOR'S GUIDE, VOLUME 1.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE.
08
BR-5-0042-VOL-1
PUB DATE - 67 402P.

DESCRIPTORS - *CURRICULUM GUIDES; *RADIATION; *RADIOGRAPHERS; *TEACHING GUIDES; TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE PURPOSE OF THE GUIDE IS TO GIVE MAXIMUM ASSISTANCE TO INSTRUCTORS IN PLANNING THE TRAINING OF LICENSED INDUSTRIAL RADIOGRAPHERS. IT WAS DEVELOPED BY THE ENGINEERING EXTENSION SERVICE, TEXAS AGRICULTURAL AND MECHANICAL UNIVERSITY, COLLEGE STATION, TEXAS. THE 21 UNITS INCLUDE (1) INDUSTRIAL APPLICATIONS, (2) NONDESTRUCTIVE TESTING METHODS, (3) PROFESSIONAL ETHICS, (4) RADIATION DETECTION INSTRUMENTS, (5) RELATED MATHEMATICS, (6) EFFECTS OF RADIATION, (7) IRON AND STEEL, (8) APPLICATIONS OF WELDING, (9) CONTAMINATION TESTS, (10) FILM EXPOSURE FACTORS, (11) STANDARDS AND LICENSES, (12) REQUIRED RECORDS AND REPORTS, (13) EQUIPMENT, (14) FILM, (15) MEASUREMENT OF RADIOGRAPHIC SENSITIVITY, AND (16) TRANSPORTATION OF RADIOACTIVE MATERIALS. THE 114 LESSON PLANS EACH GIVE SUBJECT, PURPOSE, TEACHING AIDS, REFERENCES, PREPARATION OF THE LEARNER, INSTRUCTIONAL TOPICS, APPLICATION, TEST, AND SUMMARY. STUDENTS SHOULD BE 18 YEARS OLD AND HIGH SCHOOL GRADUATES WHO, WHENEVER POSSIBLE, POSSESS PROFICIENCY IN MATHEMATICS, PHYSICS, AND CHEMISTRY. THEY MUST NOT BE ACCIDENT PRONE, EMOTIONALLY UNSTABLE, OR HAVE A TENDENCY TO PANIC. TOTAL LESSON TIME REQUIRED IS 242 HOURS. A COMPANION VOLUME (VT 003 503) CONTAINS 52 INFORMATION SHEETS RELATED TO THE LESSON PLANS, A GLOSSARY, AND A BIBLIOGRAPHY OF BOOKS AND FILMS. (EM)

VT 003 624
HEDINGER, HOWARD E.
BASIC ELECTRICITY SERIES, NO. A (FIRST YEAR), RELATED TRAINING FOR ELECTRICAL APPRENTICES, INSTRUCTOR'S MANUAL.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH
PUB DATE - JUL64 58P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; POST SECONDARY EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS TEACHING GUIDE IS THE FIRST OF A FOUR-UNIT SERIES TO HELP THE INSTRUCTOR PLAN AND PRESENT COURSE MATERIALS TO ELECTRICIANS IN THE FIRST YEAR OF THE RELATED TECHNICAL PHASE OF POST-SECONDARY APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE OF SUBJECT MATTER SPECIALISTS AND THE EDUCATIONAL COMMITTEE OF THE NATIONAL ELECTRICAL CONTRACTORS OF NORTH CAROLINA, TESTED ON A SMALL GROUP, AND USED IN APPRENTICESHIP PROGRAMS. THE 28 LESSON PLANS IN THIS GUIDE COVER BASIC MATHEMATICS AND ORIENTATION, FUNDAMENTALS OF ELECTRICITY, AND NATIONAL ELECTRICAL CODES. EACH LESSON PLAN IS OUTLINED INTO A FOUR-STEP METHOD OF INSTRUCTION - INTRODUCING THE LESSON, PRESENTATION, APPLICATION, AND CHECKING AND FOLLOWUP. THE TEACHER OF THE 144-HOUR COURSE SHOULD BE A JOURNEYMAN TRADESMAN, AND THE STUDENTS SHOULD BE 18 YEARS OLD AND EMPLOYED AS APPRENTICES IN AN ELECTRICAL CONSTRUCTION TRADE. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF TEXTBOOKS, LIBRARY REFERENCE BOOKS, INDUSTRIAL BULLETINS, RECOMMENDED FILMS, AND REQUIRED TOOLS. CORRELATED STUDENT ASSIGNMENTS AND INFORMATION SHEETS, UNIT TESTS, AND A FINAL EXAMINATION ARE GIVEN IN VT 003 625. DOCUMENTS OF THE SERIES ARE LISTED AS VT 003 624 THROUGH VT 003 631. (HC)

VT 003 625
HEDINGER, HOWARD E.
BASIC ELECTRICITY SERIES, NO. A (FIRST YEAR), APPRENTICE TRAINING IN ELECTRICAL WORK, RELATED INSTRUCTIONAL MATERIAL, ASSIGNMENT SHEETS AND INFORMATION SHEETS.

PUB DATE - JUN67 102P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; POST SECONDARY EDUCATION; TESTS; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE, THE FIRST OF A FOUR-UNIT SERIES, IS FOR INDIVIDUAL STUDENT USE IN STUDYING TECHNICAL INFORMATION IN THE FIRST YEAR OF THE RELATED TECHNICAL PHASE OF POST-SECONDARY ELECTRICIAN APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE AND THE EDUCATIONAL COMMITTEE OF THE NATIONAL ELECTRICAL CONTRACTORS OF NORTH CAROLINA. THE MATERIAL WAS DESIGNED BY SUBJECT MATTER SPECIALISTS, TESTED ON A SMALL GROUP, AND USED IN APPRENTICESHIP PROGRAMS. ASSIGNMENT AND INFORMATION SHEETS ARE INCLUDED FOR 28 LESSONS IN THE AREAS OF BASIC MATHEMATICS AND ORIENTATION, FUNDAMENTALS OF ELECTRICITY, AND NATIONAL ELECTRICAL CODE. THEY CONTAIN TEXTBOOK REFERENCES, INTRODUCTION AND DIRECTIONS, AND PROBLEMS. THE MINIMUM CLASS TIME IS 144 HOURS PER YEAR. THE TEACHER SHOULD BE A JOURNEYMAN TRADESMAN, AND THE STUDENTS SHOULD BE 18 YEARS OLD AND EMPLOYED AS APPRENTICES IN AN ELECTRICAL CONSTRUCTION TRADE. SUPPLEMENTARY MATERIALS INCLUDE UNIT TESTS TO BE GIVEN APPROXIMATELY EVERY SIX WEEKS AND A FINAL EXAMINATION. CORRELATED LESSON PLANS FOR THE INSTRUCTOR ARE GIVEN IN VT 003 624. DOCUMENTS OF THE FOUR-UNIT SERIES ARE LISTED AS VT 003 624 THROUGH VT 003 631. (HC)

VT 003 626
HEDINGER, HOWARD E.
BASIC ELECTRICITY SERIES, NO. B (SECOND YEAR), RELATED TRAINING FOR ELECTRICAL APPRENTICES, INSTRUCTOR'S MANUAL.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH
PUB DATE - JUN64 51P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; POST SECONDARY EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS TEACHING GUIDE, THE SECOND OF A FOUR-UNIT SERIES, IS TO HELP THE INSTRUCTOR PLAN AND PRESENT COURSE MATERIAL TO ELECTRICIANS IN THE SECOND YEAR OF THE RELATED TECHNICAL PHASE OF POST-SECONDARY APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE OF SUBJECT MATTER SPECIALISTS AND THE EDUCATIONAL COMMITTEE OF THE NATIONAL ELECTRICAL CONTRACTORS OF NORTH CAROLINA, TESTED ON A SMALL GROUP, AND USED IN APPRENTICESHIP PROGRAMS. THE 30 LESSON PLANS IN THIS GUIDE COVER LIGHTING AND LAMPS, TRANSFORMERS, A.C. MOTORS, AND NATIONAL ELECTRICAL CODE RELATED TO WIRING INSTALLATION. EACH LESSON PLAN IS OUTLINED IN DESIRED RESULTS, MATERIALS, REFERENCES, INTRODUCTION, PRESENTATION, APPLICATION, AND CHECKING AND FOLLOWUP. THE TEACHER OF THIS 144-HOUR COURSE SHOULD BE A JOURNEYMAN, AND THE STUDENTS SHOULD BE 18 YEARS OLD AND EMPLOYED AS APPRENTICES IN AN ELECTRICAL CONSTRUCTION TRADE. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF TEXTBOOKS AND RECOMMENDED FILMS. CORRELATED STUDENT ASSIGNMENT AND INFORMATION SHEETS, UNIT TESTS, AND A FINAL EXAMINATION ARE GIVEN IN VT 003 627. DOCUMENTS OF THE SERIES ARE LISTED AS VT 003 624 THROUGH VT 003 631. (HC)

VT 003 627
HEDINGER, HOWARD E.
BASIC ELECTRICITY SERIES, NO. B (SECOND YEAR), FOR APPRENTICES EMPLOYED IN ELECTRICAL WORK, ASSIGNMENT SHEETS AND INFORMATION SHEETS.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH
PUB DATE - JUN67 107P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; POST SECONDARY EDUCATION; TESTS; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE, THE SECOND OF A FOUR-UNIT SERIES, IS FOR INDIVIDUAL STUDENT USE IN ACQUIRING TECHNICAL INFORMATION IN THE SECOND YEAR OF THE RELATED TECHNICAL PHASES OF POST-SECONDARY ELECTRICIAN APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE OF SUBJECT MATTER SPECIALISTS AND THE EDUCATIONAL COMMITTEE OF THE NATIONAL ELECTRICAL CONTRACTORS OF NORTH CAROLINA, TESTED ON A SMALL GROUP, AND USED IN APPRENTICESHIP PROGRAMS. ASSIGNMENT AND INFORMATION SHEETS FOR 30 LESSONS COVER LIGHTING AND LAMPS, TRANSFORMERS, A.C. MOTORS, AND THE NATIONAL ELECTRICAL CODE IN TERMS OF WIRING METHODS. THEY CONTAIN TEXTBOOK REFERENCES AND PROBLEM EXERCISES. THE TEACHER OF THIS 144-HOUR COURSE SHOULD BE A JOURNEYMAN OF THE TRADE, AND THE STUDENTS SHOULD BE 18 YEARS OLD AND EMPLOYED AS APPRENTICES IN AN ELECTRICAL CONSTRUCTION TRADE. SUPPLEMENTARY MATERIALS INCLUDE UNIT TESTS TO BE FOR APPROXIMATELY EVERY 6 WEEKS AND A FINAL EXAMINATION. CORRELATED LESSON PLANS FOR THE INSTRUCTOR ARE GIVEN IN VT 003 626. DOCUMENTS OF THE SERIES ARE LISTED AS VT 003 624 THROUGH VT 003 631. (HC)

VT 003 628
HEDINGER, HOWARD E.
BASIC ELECTRICITY SERIES, NO. C (THIRD YEAR), RELATED TRAINING FOR ELECTRICAL APPRENTICES, INSTRUCTOR'S MANUAL.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH
PUB DATE - JUL64 56P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; POST SECONDARY EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS TEACHING GUIDE, THE THIRD OF A FOUR-UNIT SERIES, IS TO HELP THE INSTRUCTOR PLAN AND PRESENT COURSE MATERIALS TO ELECTRICIANS IN THE THIRD YEAR OF THE RELATED TECHNICAL PHASE OF POST-SECONDARY APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE OF SUBJECT MATTER SPECIALISTS AND THE EDUCATIONAL COMMITTEE OF THE NATIONAL ELECTRICAL CONTRACTORS OF NORTH CAROLINA, TESTED ON A SMALL GROUP, AND USED IN APPRENTICESHIP PROGRAMS. THE 28 LESSON PLANS IN THIS GUIDE COVER FUNDAMENTALS OF A.C. ELECTRICITY, NATIONAL ELECTRICAL CODE, RELATED TO INSTALLATION IN HAZARDOUS AREAS, AND MOTOR CONTROLS. EACH LESSON PLAN IS OUTLINED IN DESIRED RESULTS, EQUIPMENT AND MATERIALS, REFERENCES, INTRODUCTION, PRESENTATION, APPLICATION, AND CHECKING AND FOLLOWUP. THE TEACHER OF THE 144-HOUR COURSE SHOULD BE A JOURNEYMAN TRADESMAN, AND THE STUDENTS SHOULD BE 18 YEARS OLD AND EMPLOYED AS APPRENTICES IN AN ELECTRICAL CONSTRUCTION TRADE. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF TEXTBOOKS AND RECOMMENDED FILMS. CORRELATED STUDENT ASSIGNMENT AND INFORMATION SHEETS, UNIT TESTS, AND A FINAL EXAMINATION ARE GIVEN IN VT 003 631. (HC)

VT 003 629
HEDINGER, HOWARD E.
BASIC ELECTRICITY SERIES, NO. C (THIRD YEAR), APPRENTICE TRAINING IN ELECTRICAL WORK, RELATED INSTRUCTIONAL MATERIAL, ASSIGNMENT SHEETS AND INFORMATION SHEETS.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH
PUB DATE - AUG67 89P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; POST SECONDARY EDUCATION; TESTS; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE, THE THIRD OF A FOUR-UNIT SERIES, IS FOR INDIVIDUAL STUDENT USE IN ACQUIRING TECHNICAL INFORMATION IN THE THIRD YEAR OF THE RELATED TECHNICAL PHASE OF POST-SECONDARY ELECTRICIAN APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE OF SUBJECT MATTER SPECIALISTS AND THE EDUCATIONAL COMMITTEE OF THE NATIONAL ELECTRICAL CONTRACTORS OF NORTH CAROLINA, TESTED ON A SMALL GROUP, AND USED IN APPRENTICESHIP PROGRAMS. ASSIGNMENT AND INFORMATION SHEETS FOR 28 LESSONS COVER FUNDAMENTALS OF A.C. ELECTRICITY, THE NATIONAL ELECTRICAL CODE, IN TERMS OF INSTALLATION IN HAZARDOUS AREAS, AND MOTOR CONTROLS. THEY CONTAIN TEXTBOOK REFERENCES AND PROBLEM EXERCISES. THE TEACHER OF THE 144-HOUR COURSE SHOULD BE A JOURNEYMAN TRADESMAN, AND THE STUDENTS SHOULD BE 18 YEARS OLD AND EMPLOYED AS APPRENTICES IN AN ELECTRICAL CONSTRUCTION TRADE. SUPPLEMENTARY MATERIALS INCLUDE UNIT TESTS FOR APPROXIMATELY EVERY SIX WEEKS AND A FINAL EXAMINATION. CORRELATED LESSON PLANS FOR THE INSTRUCTOR ARE GIVEN IN VT 003 626. DOCUMENTS OF THE SERIES ARE LISTED AS VT 003 624 THROUGH VT 003 631. (HC)

VT 003 630
HEDINGER, HOWARD E.
BASIC ELECTRICITY SERIES, NO. D (FOURTH YEAR), RELATED TRAINING FOR ELECTRICAL APPRENTICES, INSTRUCTOR'S MANUAL.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH
PUB DATE - MAR65 70P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; POST SECONDARY EDUCATION; APPRENTICES

ABSTRACT - THIS TEACHING GUIDE, THE FOURTH OF A FOUR-UNIT SERIES, IS TO HELP THE INSTRUCTOR PLAN AND PRESENT COURSE MATERIALS TO ELECTRICIANS IN THE FOURTH YEAR OF THE RELATED TECHNICAL PHASE OF POST-SECONDARY APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE OF SUBJECT MATTER SPECIALISTS AND THE EDUCATIONAL COMMITTEE OF THE NATIONAL ELECTRICAL CONTRACTORS OF NORTH CAROLINA, TESTED ON A SMALL GROUP, AND USED IN APPRENTICESHIP PROGRAMS. THE 38 LESSON PLANS IN THIS GUIDE COVER THE NATIONAL ELECTRICAL CODE, IN TERMS OF WIRING METHODS, MOTOR CONTROLS, AND ELECTRONIC CONTROLS. EACH LESSON PLAN IS OUTLINED IN DESIRED RESULTS, REFERENCES, INTRODUCTION, DISCUSSION QUESTIONS, APPLICATION, AND CHECKING AND

FOLLOWUP. THE TEACHER OF THE 144-HOUR COURSE SHOULD BE A JOURNEYMAN TRADESMAN, AND THE STUDENTS SHOULD BE 18 YEARS OLD AND EMPLOYED AS APPRENTICES IN AN ELECTRICAL CONSTRUCTION TRADE. SUPPLEMENTARY MATERIALS FOR BLUEPRINT READING FOR COMMERCIAL AND INDUSTRIAL INSTALLATIONS ARE RECOMMENDED. CORRELATED STUDENT ASSIGNMENT AND INFORMATION SHEETS, UNIT TESTS, AND A FINAL EXAMINATION ARE GIVEN IN VT 003 632. DOCUMENTS OF THE SERIES ARE LISTED AS VT 003 624 THROUGH VT 003 631. (HC)

VT 003 631
HEDINGER, HOWARD E.
BASIC ELECTRICITY SERIES, NO. D (FOURTH YEAR), ELECTRICAL APPRENTICE TECHNICAL TRAINING PROGRAM, ASSIGNMENT SHEETS AND INFORMATION SHEETS.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH
PUB DATE -   MAR65   109P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; POST SECONDARY EDUCATION; TESTS; *APPRENTICES

ABSTRACT - THIS STUDY GUIDE, THE FOURTH OF A FOUR-UNIT SERIES, IS FOR INDIVIDUAL STUDENT USE IN ACQUIRING TECHNICAL INFORMATION IN THE FOURTH YEAR OF THE RELATED TECHNICAL PHASE OF POST-SECONDARY ELECTRICIAN APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A CURRICULUM COMMITTEE OF SUBJECT MATTER SPECIALISTS AND THE EDUCATIONAL COMMITTEE OF THE NATIONAL ELECTRICAL CONTRACTORS OF NORTH CAROLINA, TESTED ON A SMALL GROUP, AND USED IN APPRENTICESHIP PROGRAMS. ASSIGNMENT AND INFORMATION SHEETS FOR 38 LESSONS COVER THE NATIONAL ELECTRICAL CODE IN TERMS OF WIRING METHODS, MOTOR CONTROLS, AND ELECTRONIC CONTROLS. THEY CONTAIN TEXTBOOK REFERENCES AND PROBLEM EXERCISES. THE TEACHER OF THE 144-HOUR COURSE SHOULD BE A JOURNEYMAN TRADESMAN, AND THE STUDENTS SHOULD BE 18 YEARS OLD AND EMPLOYED AS APPRENTICES IN AN ELECTRICAL CONSTRUCTION TRADE. SUPPLEMENTARY MATERIALS FOR BLUEPRINT READING FOR COMMERCIAL AND INDUSTRIAL INSTALLATIONS ARE RECOMMENDED. UNIT TESTS AND A FINAL EXAMINATION ARE INCLUDED. CORRELATED LESSON PLANS FOR THE INSTRUCTOR ARE GIVEN IN VT 003 630. DOCUMENTS OF THE SERIES ARE LISTED AS VT 003 624 THROUGH VT 003 631. (HC)

VT 003 645
KARNES, JAMES B.
CARPENTRY, A COURSE OF STUDY, INCORPORATED IN THE COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN CARPENTRY OCCUPATIONS.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.75).
PUB DATE -   SEP65   168P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; *CARPENTRY; HIGH SCHOOLS; JOB ANALYSIS; COOPERATIVE EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS STUDY GUIDE IS FOR INDIVIDUAL STUDENT USE IN ACQUIRING RELATED TECHNICAL INFORMATION IN HIGH SCHOOL COOPERATIVE EDUCATION PROGRAMS IN CARPENTRY. IT WAS DEVELOPED BY A COMMITTEE OF TEACHER COORDINATORS AND TEACHER EDUCATORS THROUGH AN ANALYSIS OF THE TRADE AND HAS BEEN FIELD TESTED AND PERIODICALLY REVISED. THE 33 ASSIGNMENT SHEETS ARE DESIGNED TO FACILITATE INDIVIDUAL INSTRUCTION AND CONTAIN INTRODUCTORY PARAGRAPHS TO DEVELOP INTEREST, EXPLANATIONS OF THE IMPORTANCE OF THE ASSIGNMENTS, REFERENCES, LEARNING ACTIVITIES, AND OBJECTIVE-TYPE QUESTIONS. REPRESENTATIVE ASSIGNMENT SHEET TITLES ARE TYPES OF CONCRETE FORMS AND THE METHODS USED IN THEIR CONSTRUCTION, THE USE OF ARCHITECTURAL CONVENTIONS IN BLUEPRINTS, METHODS OF WALL FRAMING, AND INTERIOR TRIM AND ITS APPLICATION. THE TEACHER SUPERVISING THE 180-HOUR COURSE SHOULD BE A QUALIFIED COORDINATOR OR COMPETENT TRADE TEACHER, AND THE STUDENTS SHOULD BE IN GRADES 11 OR 12, ENROLLED IN COOPERATIVE EDUCATION PROGRAMS, AND EMPLOYED IN THE CARPENTRY TRADE. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF REFERENCES, AN ANALYSIS OF CARPENTRY, AND A PROGRESS RECORD. ANSWERS TO THE QUESTIONS ARE AVAILABLE IN VT 003 644. (HC)

VT 003 725
ELECTRONICS TECHNOLOGY, INSTRUMENTATION OPTION, A 2-YEAR POST HIGH SCHOOL CURRICULUM.

SOWELA TECHNICAL INSTITUTE, LAKE CHARLES, LOUISIANA
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71451 (WITHOUT CHARGE)
PUB DATE -   67   68P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUMENTATION TECHNICIANS; *INSTRUMENTATION; *ELECTRONICS; TECHNICAL EDUCATION

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER AND ADMINISTRATOR USE IN COURSE AND LESSON PLANNING FOR POST-SECONDARY PREPARATORY PROGRAMS IN ELECTRONICS INSTRUMENTATION IN TECHNICAL INSTITUTES. IT WAS DEVELOPED BY THE LOCAL FACULTY OF THE SOWELA TECHNICAL INSTITUTE. THE COURSES ARE DESIGNED AND ORGANIZED TO PROVIDE KNOWLEDGE OF THE PHYSICAL SCIENCES AND OF CONTROL DEVICES, AND TO DEVELOP THE TECHNICAL SKILLS INVOLVED IN THEIR APPLICATION TO INSTRUMENTAL CONTROL OF PROCESSES, SYSTEMS, AND OPERATION IN MODERN INDUSTRY. THE CURRICULUM CONTAINS COURSES IN MATHEMATICS, ENGLISH, TYPING, GENERAL CHEMISTRY, PHYSICS, DRAWING, AND TECHNICAL WRITING IN ADDITION TO THE TECHNICAL SUBJECTS OF INSTRUMENTATION SUCH AS (1) MECHANICS, HEAT, AND MOLECULAR PHYSICS, (2) CIRCUIT ANALYSIS, (3) TRANSISTORS, (4) LIGHT, SOUND, ELECTRICITY, (5) SYSTEMS, AND (6) MICROWAVE-RADAR. THE COURSE OUTLINES ARE ARRANGED BY SEMESTER FOR THE 2-YEAR FULL-TIME

ASSOCIATE DEGREE PROGRAM AND PROVIDE THE CLASS AND LABORATORY HOURS, DESCRIPTION, MAJOR AND TOPIC INSTRUCTIONAL DIVISIONS, AND TEXTBOOKS AND REFERENCES. THE TEACHERS MUST BE QUALIFIED IN THE RESPECTIVE AREAS, AND THE STUDENTS MUST BE HIGH SCHOOL GRADUATES WITH A GOOD BACKGROUND IN MATHEMATICS OR CAPABILITY OF LEARNING MATHEMATICS AND MUST BE INTERESTED IN ELECTRONICS WITH OCCUPATIONAL GOALS AS INSTRUMENTATION TECHNICIANS, ENGINEERING AIDES OR ENGINEERING ASSOCIATES IN INSTRUMENTATION, LABORATORY ASSISTANTS, OR RESEARCH, ELECTRO-MECHANICAL, OR INSTRUMENT FIELD SERVICE TECHNICIANS. (HC)

VT 003 726
BASIC MACHINE SHOP TRAINING COURSE, TEST SHEETS. UNIT V--MILLING MACHINE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457.
PUB DATE - 67 16P.

DESCRIPTORS - *TESTS; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; METAL WORKING OCCUPATIONS; POST SECONDARY EDUCATION; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - PART OF A FIVE-UNIT MACHINIST TRAINING SERIES, THIS TEST BOOKLET IS FOR USE WITH THE ANSWER BOOK AVAILABLE AS VT 003 735 (ALSO IN THIS ISSUE) AND THE RELATED STUDY GUIDE, VT 003 727 (AIM SUMMER 1968). OTHER DOCUMENTS IN THE SERIES ARE VT 003 728, VT 003 730, VT 003 732, AND VT 003 733 (ALL APPEARING IN THIS ISSUE), AND VT 003 729, VT 003 731, VT 003 734, AND VT 003 736 (ALL IN AIM SUMMER 1968). (AW)

VT 003 727
BASIC MACHINE SHOP TRAINING COURSE RELATED STUDY SHEETS, JOB SHEETS, MATHEMATICS. UNIT V, MILLING MACHINE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 (SINGLE COPIES $2.00)
PUB DATE - 67 54P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; UNITS OF STUDY (SUBJECT FIELDS); *MACHINE TOOLS; *PRACTICAL MATHEMATICS; POST SECONDARY EDUCATION

ABSTRACT - THIS GUIDE, THE FIFTH OF A FIVE-UNIT MACHINIST TRAINING SERIES, IS FOR STUDENT USE IN STUDYING THE METAL TRADES MILLING MACHINE IN POST-SECONDARY BASIC MACHINE SHOP TRADE PREPARATORY PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TRADE SCHOOL INSTRUCTORS, AND SOME UNITS HAVE BEEN FIELD TESTED. THIS UNIT, TO ACQUAINT THE STUDENT WITH THE CONSTRUCTION AND OPERATION OF THE MILLING MACHINE, CONTAINS 10 RELATED STUDY ASSIGNMENTS, JOB SHEETS, AND MATHEMATICS PROBLEM SHEETS ON SUBJECTS SUCH AS (1) MACHINING SHEET BLOCKS, CAST IRON BRACKETS, AND LOPPING BLOCKS, (2) SOLVING EQUATIONS, AND (3) MILLING FLAT SURFACES. THE RELATED STUDY ASSIGNMENTS PRESENT THE LESSON TOPICS, PURPOSE, STUDY QUESTIONS, AND REFERENCES. THE JOB SHEETS PRESENT DRAWINGS WITH MATERIALS LISTS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 250 INSTRUCTION HOURS. THE TEACHER MUST BE QUALIFIED FOR MACHINE SHOP INSTRUCTION, AND THE STUDENTS MUST BE 16 YEARS OLD AND PLAN TO ENTER EMPLOYMENT AS BEGINNING MACHINISTS. A LIST OF REQUIRED TEXTBOOKS IS GIVEN. RELATED TEST SHEETS ARE PRESENTED IN VT 003 726. ANSWERS FOR THE RELATED STUDY ASSIGNMENTS AND TEST SHEETS ARE GIVEN IN VT 003 735. DOCUMENTS OF THE FIVE-UNIT SERIES ARE AVAILABLE AS VT 003 726 THROUGH VT 003 736. (HC)

VT 003 728
BASIC MACHINE SHOP TRAINING COURSE, TEST SHEETS. UNIT IV--SHAPER .

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457.
PUB DATE - 67 19P.

DESCRIPTORS - *TESTS; *TRADE AND INDUSTRIAL EDUCATION; METAL WORKING OCCUPATIONS; *MACHINISTS; *MACHINE TOOL OPERATORS; POST SECONDARY EDUCATION; UNITS OF STUDY (SUBJECT FIELDS); *MACHINE TOOLS

ABSTRACT - THIS TEXT BOOKLET IS FOR USE WITH THE ANSWER BOOK (VT 003 735, ALSO IN THIS ISSUE) AND THE RELATED STUDY GUIDE AVAILABLE AS VT 003 729 (AIM SUMMER 1968). OTHER DOCUMENTS IN THIS FIVE-UNIT MACHINIST TRAINING SERIES ARE VT 003 726, VT 003 730, VT 003 732, AND VT 003 733, WHICH APPEAR IN THIS ISSUE, AND VT 003 727, VT 003 731, VT 003 734, AND VT 003 736 (ALL IN AIM SUMMER 1968). (AW)

VT 003 729
BASIC MACHINE SHOP TRAINING COURSE RELATED STUDY SHEETS, JOB SHEETS, MATHEMATICS. UNIT IV, SHAPER.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 (SINGLE COPIES $2.00)
PUB DATE - 67 57P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; UNITS OF STUDY (SUBJECT FIELDS); *METAL MACHINING OCCUPATIONS; *PRACTICAL MATHEMATICS; *MACHINE TOOLS; POST SECONDARY EDUCATION

ABSTRACT - THIS GUIDE, THE FOURTH OF A FIVE-UNIT MACHINIST TRAINING SERIES, IS FOR STUDENT USE IN STUDYING THE METAL TRADES SHAPER IN POST-SECONDARY BASIC MACHINE SHOP TRADE PREPARATORY PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TRADE SCHOOL INSTRUCTORS, AND SOME UNITS HAVE BEEN FIELD

TESTED. THIS UNIT, TO ACQUAINT THE STUDENT WITH THE OPERATION OF THE SHAPER, CONTAINS 15 RELATED STUDY ASSIGNMENTS EACH GIVING THE LESSON TOPIC, PURPOSE, STUDY QUESTIONS, AND REFERENCES AND 17 CORRELATED JOB SHEETS EACH GIVING THE JOB TITLE, PURPOSE, PROCEDURE, AND DRAWINGS WITH A TOOL AND MATERIALS LIST. REPRESENTATIVE TOPICS ARE CUTTING KEYWAYS AND SERRATIONS, MAKING CHECK WEDGES AND SPANNER WRENCHES, AND SHAPING A TONGUE AND GROOVE. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION OF 100 INSTRUCTION HOURS. THE TEACHER MUST BE QUALIFIED FOR MACHINE SHOP INSTRUCTION, AND THE STUDENTS MUST BE 16 YEARS OLD AND PLAN TO ENTER EMPLOYMENT AS BEGINNING MACHINISTS. A LIST OF REQUIRED TEXTBOOKS IS GIVEN. RELATED TEST SHEETS ARE PRESENTED IN VT 003 728. ANSWERS FOR THE RELATED STUDY ASSIGNMENTS AND THE TEST SHEETS ARE GIVEN IN VT 003 725. DOCUMENTS OF THE FIVE-UNIT SERIES ARE AVAILABLE AS VT 003 726 THROUGH VT 003 736. (HC)

VT 003 730
BASIC MACHINE SHOP TRAINING COURSE TEST SHEETS. UNIT II--DRILL PRESS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457.
PUB DATE - 67 27P.

DESCRIPTORS - *TESTS; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; POST SECONDARY EDUCATION; METAL WORKING OCCUPATIONS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - PART OF A FIVE-UNIT MACHINIST TRAINING SERIES, THIS TEST BOOKLET IS FOR USE WITH THE ANSWER BOOK AVAILABLE AS VT 003 735 (ALSO IN THIS ISSUE) AND THE RELATED STUDY GUIDE, VT 003 731 (AIM SUMMER 1968). OTHER DOCUMENTS IN THE SERIES ARE VT 003 726, VT 003 728, VT 003 732, AND VT 003 733, WHICH APPEAR IN THIS ISSUE, AND VT 003 727, VT 003 734, AND VT 003 736, ALL IN AIM SUMMER 1968. (AW)

VT 003 731
BASIC MACHINE SHOP TRAINING COURSE RELATED STUDY SHEETS, JOB SHEETS, MATHEMATICS. UNIT II, DRILL PRESS.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 (SINGLE COPIES $2.00)
PUB DATE - 67 44P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; *MACHINE TOOLS; *PRACTICAL MATHEMATICS; POST SECONDARY EDUCATION; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - THE SECOND OF A FIVE-UNIT SERIES, THIS GUIDE IS FOR STUDENT USE IN STUDYING METAL TRADES DRILL PRESS WORK IN POST-SECONDARY BASIC MACHINE SHOP TRADE PREPARATORY PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TRADE SCHOOL INSTRUCTORS, AND SOME UNITS HAVE BEEN FIELD TESTED. THE PURPOSE OF THIS SPECIFIC UNIT IS TO ACQUAINT THE STUDENT WITH DRILL PRESS CONSTRUCTION AND OPERATION. IT CONTAINS RELATED STUDY ASSIGNMENTS, JOB SHEETS, AND MATHEMATICS PROBLEMS SHEETS FOR THE ASSIGNMENTS: (1) USE OF THE DRILL PRESS, (2) TWIST DRILL, (3) SPEEDS AND FEEDS, (4) TAPES, AND (5) BORING. THE RELATED STUDY ASSIGNMENTS PRESENT THE LESSON TOPIC, BACKGROUND INFORMATION, AND REFERENCES. THE JOB SHEETS PRESENT THE JOB TITLE, PROCEDURE, AND DRAWINGS WITH TOOL AND MATERIALS LISTS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 60 INSTRUCTION HOURS. THE TEACHER MUST BE QUALIFIED FOR MACHINE SHOP INSTRUCTION, AND THE STUDENTS MUST BE AT LEAST 16 YEARS OLD AND PLAN TO ENTER EMPLOYMENT AS BEGINNING MACHINISTS. A LIST OF REQUIRED TEXTBOOKS IS GIVEN. RELATED TEST SHEETS ARE PRESENTED IN VT 003 730. AN ANSWER BOOK FOR THE RELATED STUDY ASSIGNMENTS AND TEST SHEETS IS AVAILABLE AS VT 003 735. DOCUMENTS OF THE FIVE-UNIT SERIES ARE AVAILABLE AS VT 003 726 THROUGH VT 003 736. (HC)

VT 003 732
BASIC MACHINE SHOP TRAINING COURSE, TEST SHEETS. UNIT III--LATHE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457.
PUB DATE - 67 20P.

DESCRIPTORS - *TESTS; *TRADE AND INDUSTRIAL EDUCATION; METAL WORKING OCCUPATIONS; *MACHINISTS; *MACHINE TOOL OPERATORS; POST SECONDARY EDUCATION; UNITS OF STUDY (SUBJECT FIELDS); *MACHINE TOOLS

ABSTRACT - THESE TEST SHEETS ARE FOR USE WITH THE ANSWER BOOK AVAILABLE AS VT 003 735 (ALSO IN THIS ISSUE) AND THE RELATED STUDY GUIDE, VT 003 736 (AIM SUMMER 1968). OTHER DOCUMENTS IN THIS FIVE-UNIT MACHINIST TRAINING SERIES ARE VT 003 726, VT 003 728, VT 003 730, AND VT 003 733 (ALL IN THIS ISSUE), AND VT 003 727, VT 003 729, VT 003 731, AND VT 003 734 (ALL IN AIM SUMMER 1968). (AW)

VT 003 733
BASIC MACHINE SHOP TRAINING COURSE, TEST SHEETS. UNIT I--BENCH WORK.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457.
PUB DATE - 67 32P.

DESCRIPTORS - *TESTS; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; METAL WORKING OCCUPATIONS; POST SECONDARY EDUCATION; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - FOR USE WITH THE ANSWER BOOK (AVAILABLE IN THIS ISSUE AS VT 003 735) AND THE RELATED STUDY GUIDE (VT 003 734, AIM SUMMER 1968), THIS TEST BOOKLET IS PART OF A FIVE-UNIT MACHINIST TRAINING SERIES. OTHER DOCUMENTS IN THE SERIES ARE VT 003 726, VT 003 728, VT 003 730, AND VT 003 732 (ALL IN THIS ISSUE), AND VT 003 727, VT 003 729, VT 003 731, AND VT 003 736 (AIM SUMMER 1968). (AW)

VT 003 734
BASIC MACHINE SHOP TRAINING COURSE RELATED STUDY SHEETS, JOB SHEETS, MATHEMATICS. UNIT I, BENCH WORK.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 (SINGLE COPIES $2.00)
PUB DATE - 67 117P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; UNITS OF STUDY (SUBJECT FIELDS); *METAL MACHINING OCCUPATIONS; *PRACTICAL MATHEMATICS; *HAND TOOLS; POST SECONDARY EDUCATION

ABSTRACT - THIS GUIDE, THE FIRST OF A FIVE-UNIT MACHINIST TRAINING SERIES, IS FOR STUDENT USE IN STUDYING METAL TRADES BENCH WORK IN POST-SECONDARY BASIC MACHINE SHOP TRADE PREPARATORY PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TRADE SCHOOL INSTRUCTORS, AND SOME UNITS HAVE BEEN FIELD TESTED. THIS UNIT, TO ACQUAINT THE STUDENT WITH THE CORRECT USE OF HAND TOOLS, CONTAINS 12 RELATED STUDY ASSIGNMENTS AND JOB SHEETS AND NINE MATHEMATICS PROBLEM SHEETS RELATED TO BENCH WORK. THE RELATED STUDY ASSIGNMENTS PRESENT THE LESSON TOPIC, PURPOSE, STUDY QUESTIONS, AND REFERENCES AND THE JOB SHEETS PRESENT THE JOB TITLE, PURPOSE, PROCEDURE, AND DRAWINGS WITH A TOOL AND MATERIALS LIST. REPRESENTATIVE TOPICS ARE (1) MAKING A DRILL GAUGE, LEVER GUIDES, AND STEEL SQUARES, (2) CUTTING INTERNAL OPENINGS, (3) USING HAND REAMERS AND TAPS AND DIES, AND (4) PROCESSING IRON. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 93 INSTRUCTION HOURS. THE TEACHER MUST BE QUALIFIED FOR MACHINE SHOP INSTRUCTION, AND THE STUDENTS MUST BE 16 YEARS OLD AND PLAN TO ENTER EMPLOYMENT AS BEGINNING MACHINISTS. A LIST OF REQUIRED TEXTBOOKS IS GIVEN. RELATED TEST SHEETS ARE PRESENTED IN VT 003 733. ANSWERS FOR THE RELATED STUDY ASSIGNMENTS AND TEST SHEETS ARE GIVEN IN VT 003 735. DOCUMENTS OF THE FIVE-UNIT SERIES ARE AVAILABLE AS VT 003 726 THROUGH VT 003 736. (HC)

VT 003 735
BASIC MACHINE SHOP TRAINING COURSE, BASIC BENCH WORK, ANSWER BOOK.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457.
PUB DATE - 67 135P.

DESCRIPTORS - *ANSWER KEYS; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; METAL WORKING OCCUPATIONS; POST SECONDARY EDUCATION; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - THIS ANSWER BOOK IS FOR USE WITH THE FOLLOWING RELATED TEST BOOKLETS: VT 003 726, VT 003 728, VT 003 730, VT 003 732, AND VT 003 733 (ALL IN THIS ISSUE). OTHER DOCUMENTS IN THIS FIVE-UNIT MACHINIST TRAINING SERIES ARE STUDY GUIDES AVAILABLE AS VT 003 727, VT 003 729, VT 003 731, VT 003 734, AND VT 003 736 (ALL IN AIM SUMMER 1968). (AW)

VT 003 736
BASIC MACHINE SHOP TRAINING COURSE RELATED STUDY SHEETS, JOB SHEETS, MATHEMATICS. UNIT III, LATHE.

LOUISIANA STATE VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, NATCHITOCHES
VOCATIONAL CURRICULUM DEVELOPMENT AND RESEARCH CENTER, P.O. BOX 657, NATCHITOCHES, LOUISIANA 71457 (SINGLE COPIES $2.00)
PUB DATE - 67 117P.

DESCRIPTORS - *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; *PRACTICAL MATHEMATICS; *MACHINE TOOLS; POST SECONDARY EDUCATION

ABSTRACT - THIS GUIDE, THE THIRD OF A FIVE-UNIT MACHINIST TRAINING SERIES, IS FOR STUDENT USE IN STUDYING THE METAL TRADES ENGINE LATHE IN POST-SECONDARY BASIC MACHINE SHOP TRADE PREPARATORY PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TRADE SCHOOL INSTRUCTORS, AND SOME UNITS HAVE BEEN FIELD TESTED. THIS UNIT, TO ACQUAINT THE STUDENT WITH ENGINE LATHE CONSTRUCTION AND OPERATION, CONTAINS 17 RELATED STUDY ASSIGNMENTS, JOB SHEETS, AND MATHEMATICS RELATED TO LATHE WORK. THE RELATED STUDY ASSIGNMENTS PRESENT THE LESSON TOPIC, PURPOSE, STUDY QUESTIONS, AND REFERENCES AND THE JOB SHEETS PRESENT THE JOB TITLE, PURPOSE, PROCEDURE, AND DRAWINGS WITH A TOOL AND MATERIALS LIST. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION OF 330 INSTRUCTION HOURS. THE TEACHER MUST BE QUALIFIED FOR MACHINE SHOP INSTRUCTION, AND THE STUDENTS MUST BE 16 YEARS OLD AND PLAN TO ENTER EMPLOYMENT AS BEGINNING MACHINISTS. A LIST OF REQUIRED TEXTBOOKS IS GIVEN. RELATED TEST SHEETS ARE PRESENTED IN VT 003 732. ANSWERS FOR THE RELATED STUDY ASSIGNMENTS AND TEST SHEETS ARE GIVEN IN VT 003 735. DOCUMENTS OF THE FIVE-UNIT SERIES ARE AVAILABLE AS VT 003 726 THROUGH VT 003 736. (HC)

VT 003 741
HORINE, JOHN
GENERAL RELATED STUDY GUIDE, A COURSE OF STUDY DESIGNED FOR STUDENTS ENROLLED IN COOPERATIVE PART-TIME VOCATIONAL EDUCATION.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL

EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 (SINGLE COPIES $1.50)
PUB DATE - OCT65 80P.

DESCRIPTORS - *STUDY GUIDES; *VOCATIONAL EDUCATION; *VOCATIONAL ADJUSTMENT; *PERSONAL ADJUSTMENT; HIGH SCHOOLS; INDIVIDUAL INSTRUCTION; *COOPERATIVE EDUCATION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN STUDYING GENERAL-RELATED AND JOB-ORIENTATION INFORMATION IN HIGH SCHOOL COOPERATIVE OCCUPATIONAL EDUCATION PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF COORDINATORS AND TEACHER EDUCATORS AND HAS BEEN FIELD TESTED AND REVISED PERIODICALLY. THE CONTENT OBJECTIVE IS TO DEVELOP THOSE PERSONAL-SOCIAL TRAITS WHICH ARE ESSENTIAL FOR SUCCESSFUL WORKERS. EACH OF THE 17 ASSIGNMENTS CONTAINS (1) A DESCRIPTIVE TITLE, (2) AN INTRODUCTION, (3) AN ASSIGNMENT, (4) REFERENCES, AND (5) QUESTIONS, PROBLEMS, AND PROJECTS. THE EIGHT INFORMATION SHEETS PROVIDE SUPPLEMENTARY INFORMATION FOR SELECTED ASSIGNMENTS. REPRESENTATIVE SUBJECTS ARE (1) EFFECTIVE STUDY HABITS, (2) EMPLOYER-EMPLOYEE RELATIONS, (3) CONTRACTS, (4) USING NEGOTIABLE INSTRUMENTS, (5) SOCIAL INSURANCE, AND (6) LEGAL REGULATIONS FOR YOUNG WORKERS. THE TEACHER OF THE 180-HOUR COURSE SHOULD BE A QUALIFIED COORDINATOR OR DIRECTOR OF JOB ORIENTATION, AND THE STUDENTS SHOULD BE IN GRADES 11 OR 12 AND MEET THE CRITERIA FOR COOPERATIVE OCCUPATION TRAINING PROGRAMS. ASSIGNMENT TESTS AND ANSWERS TO STUDY GUIDE AND TEST QUESTIONS ARE GIVEN IN THE COORDINATOR'S MANUAL VT 003 742. (HC)

VT 003 742
HORINE, JOHN
GENERAL RELATED STUDY GUIDE, COORDINATOR'S MANUAL FOR USE WITH GENERAL RELATED STUDY GUIDE FOR STUDENTS ENROLLED IN COOPERATIVE PART-TIME VOCATIONAL EDUCATION.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. VOCATIONAL EDUCATION DIVISION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 (SINGLE COPIES $1.50)
PUB DATE - OCT65 80P.

DESCRIPTORS - *STUDY GUIDES; *ANSWER KEYS; *VOCATIONAL EDUCATION; *VOCATIONAL ADJUSTMENT; *PERSONAL ADJUSTMENT; HIGH SCHOOLS; INDIVIDUAL INSTRUCTION; COOPERATIVE EDUCATION

ABSTRACT - THIS MANUAL WAS PREPARED TO ASSIST COORDINATORS IN USING THE "GENERAL RELATED STUDY GUIDE FOR COOPERATIVE PART-TIME VOCATIONAL EDUCATION PROGRAMS" (VT 003 741). IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF COORDINATORS AND TEACHER EDUCATORS AND HAS BEEN FIELD TESTED AND REVISED PERIODICALLY. THE COURSE OBJECTIVE IS TO DEVELOP THOSE PERSONAL-SOCIAL TRAITS WHICH ARE ESSENTIAL FOR SUCCESSFUL WORKERS. A TEACHER'S "KEY" IS PROVIDED FOR EACH OF THE 17 STUDENT STUDY GUIDE ASSIGNMENTS. EACH KEY CONTAINS (1) ANSWERS TO STUDY QUESTIONS, (2) A SUGGESTED ASSIGNMENT FOR ADVANCED STUDENTS, (3) A SUGGESTED LIST OF VISUAL AIDS, (4) OTHER AIDS FOR TEACHING THE UNIT, (5) SUGGESTED SPEAKERS AND TOPICS, (6) AN OBJECTIVE-TYPE TEST FOR FIRST-YEAR STUDENTS, AND (7) TEST ANSWERS AND THE REFERENCE AND PAGE WHERE THE ANSWER CAN BE FOUND. THE REFERENCES USED IN THE STUDY GUIDE AND SOURCES FOR FILMS ARE LISTED. THE TEACHER DIRECTING THE INDIVIDUAL STUDY SHOULD BE A QUALIFIED COORDINATOR, AND THE STUDENTS SHOULD BE IN GRADES 11 OR 12 AND MEET THE CRITERIA FOR COOPERATIVE OCCUPATIONAL TRAINING PROGRAMS. (HC)

VT 003 743
KARNES, JAMES B.
MACHINE SHOP INDIVIDUAL STUDY, A COURSE OF STUDY DESIGNED FOR STUDENTS PREPARING FOR OR PRESENTLY EMPLOYED IN MACHINE SHOP OCCUPATION.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. VOCATIONAL EDUCATION DIVISION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 (SINGLE COPIES $1.50).
PUB DATE - MAY67 125P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; HIGH SCHOOLS

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN PREPARATORY OR COOPERATIVE PROGRAMS FOR MACHINIST TRAINING AT THE ENTRY LEVEL. IT WAS DEVELOPED BY A COMMITTEE OF TEACHER EDUCATORS AND COORDINATORS, FIELD TESTED AND REVISED PERIODICALLY. THE ANALYSIS OF NECESSARY SKILLS AND KNOWLEDGE, UPON WHICH THE CONTENT IS BASED, IS PRESENTED GRAPHICALLY. SOME OF THE 24 ASSIGNMENT SHEETS ARE (1) MACHINE SHOP OCCUPATIONS, (2) PRECISION MEASURING TOOLS, (3) LAYOUT TOOLS AND THEIR USES, (4) IRON AND STEEL USED IN MACHINE SHOPS, (5) THE GRINDING MACHINE--TYPES, CONSTRUCTION, AND CARE, (6) THE LATHE--CONSTRUCTION AND CARE, (7) STANDARD FITS, FINISHES, FORMS, DIMENSIONS, AND TOLERANCES, (8) THE SHAPER--CONSTRUCTION, CARE AND USE, (9) THE MILLING MACHINE--TYPES, CONSTRUCTION, AND CARE, AND (10) TYPES OF WORK DONE ON THE MILLING MACHINE. EACH ASSIGNMENT SHEET GIVES THE ASSIGNMENT, REFERENCES, AND QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUAL HIGH SCHOOL JUNIORS UNDER TEACHER SUPERVISION FOR 180 DAYS. TRAINING PLAN AND PROGRESS RECORD FORMSFOR STUDENT, TEACHER, AND EMPLOYER USE ARE INCLUDED. AN ANSWER KEY (VT 003 744) IS AVAILABLE FOR 50 CENTS. (EM)

VT 003 798
PROGRAMS AND COURSES OFFERED AND TEXTBOOKS USED .

PENSACOLA JUNIOR COLL., FLA. CENTER FOR ADULT

STUDIES
PUB DATE - 65 20P.

DESCRIPTORS - *BIBLIOGRAPHIES; *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *OFFICE OCCUPATIONS EDUCATION

ABSTRACT - TEXTBOOKS USED IN 48 COURSES IN THE FIELDS OF TRADE AND INDUSTRIAL EDUCATION AND BUSINESS EDUCATION ARE LISTED. THE NAMES OF AUTHORS AND PUBLISHERS ARE INCLUDED. (EM)

VT 003 827
SUPERVISED STUDY GUIDE FOR TYPEWRITER SERVICEMAN.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($3.15 INCLUDES TEST BOOKLET VT 003 829).
PUB DATE - JUL67 78P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OFFICE MACHINE SERVICEMEN; *TYPEWRITERS; HIGH SCHOOLS; *INDIVIDUAL INSTRUCTION; COOPERATIVE EDUCATION

ABSTRACT - THIS GUIDE IS FOR STUDENT USE IN ACQUIRING RELATED TECHNICAL INFORMATION FOR TYPEWRITER SERVICEMAN IN HIGH SCHOOL COOPERATIVE EDUCATION PROGRAMS. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE. THE 25 UNITS CONTAIN ASSIGNMENT SHEETS WHICH PRESENT THE LESSON SUBJECT, AIM, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. TYPICAL UNIT TITLES ARE (1) MAIN CARRIAGES, (2) MOTION AND SHIFT MECHANISM, (3) PAPER FEED, (4) RIBBON FEED, AND (5) CLEANING. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 2 YEARS OR 360 HOURS OF DIRECTED STUDY. THE TEACHER SHOULD HAVE NORMAL EDUCATION FOR HIGH SCHOOL COORDINATORS, AND THE STUDENTS SHOULD BE IN GRADES 11 OR 12, EMPLOYED IN A COOPERATIVE TRAINING PROGRAM, AND HAVE THE OCCUPATIONAL GOAL OF ENTERING TYPEWRITER SERVICEMEN. SUPPLEMENTARY MATERIALS INCLUDE A 2-YEAR JOB AND CLASS PROGRESS RECORD AND A BIBLIOGRAPHY OF REQUIRED AND SUPPLEMENTARY REFERENCES. UNIT TESTS ARE AVAILABLE IN A TEST BOOKLET (VT 003 829). ANSWERS FOR THE UNIT TESTS AND STUDY GUIDE QUESTIONS ARE AVAILABLE IN VT 003 828. (HC)

VT 003 957
INDUSTRIAL ENGINEERING TECHNOLOGY ; EDUCATIONAL NEEDS OF THE TECHNICAL WORKER.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO
PUB DATE - 63 19P.

DESCRIPTORS - *TECHNICAL EDUCATION; *ENGINEERING TECHNICIANS; *EDUCATIONAL NEEDS; *CURRICULUM PLANNING; JOB ANALYSIS; EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL INFORMATION
IDENTIFIERS - INDUSTRIAL ENGINEERING TECHNOLOGY

ABSTRACT - INDUSTRIAL ENGINEERING TECHNICAL WORKERS ARE EMPLOYED IN MOST LARGE AND SOME SMALL COMPANIES PERFORMING MANUFACTURING, FABRICATION, OR RESEARCH AND DEVELOPMENT. A CURRICULUM FOR THESE TECHNICAL WORKERS CONSISTS OF INSTRUCTION IN TECHNICAL, SCIENTIFIC, AND MANIPULATIVE AREAS. HOWEVER, AN ANALYSIS OF THE OCCUPATION IS NECESSARY TO DETERMINE THE SPECIFIC CURRICULUM CONTENT. JOB OPERATIONAL ANALYSIS REVEALS THAT INDUSTRIAL ENGINEERING TECHNICAL WORKERS SPEND 45 PERCENT OF THEIR WORK TIME IN PERFORMING THE UNIQUE ACTIVITIES OF THE INDUSTRIAL ENGINEERING FIELD. THE PROPORTION OF WORK TIME SPENT ON OTHER OPERATIONS INCLUDES: (1) SUPERVISING, TRAINING, AND APPRAISING OTHER EMPLOYEES, 12 PERCENT, (2) PLANNING RESEARCH OR PRODUCTION, 15 PERCENT, (3) COORDINATING PRODUCTION AND RESEARCH FUNCTIONS, 18 PERCENT, AND (4) INSPECTING INDUSTRIAL ENGINEERING TECHNICAL WORK OF OTHERS, 11 PERCENT. SUBJECT MATTER RECOMMENDATIONS OF INDUSTRIAL SPOKESMEN, GIVEN IN SEMESTER UNITS, ARE (1) INDUSTRIAL ENGINEERING, 10, (2) MATHEMATICS, 9, (3) DRAFTING, 6, (4) COMMUNICATIONS, 16, (5) PHYSICAL SCIENCE, 10, AND (6) SUPERVISION, 6. SURVEYS INDICATE THAT INDUSTRY EXPECTS TO RECRUIT A SUBSTANTIAL PORTION OF THE NEEDED INDUSTRIAL ENGINEERING TECHNICAL WORKERS FROM THOSE WHO HAVE COMPLETED COURSES THAT SUCCESSFULLY DEVELOP COMPETENCIES NEEDED FOR ENTRY LEVEL PLACEMENT. (HC)

VT 003 992
A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL CARPENTRY .

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($1.00).
PUB DATE - 67 43P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION: *CARPENTERS; *CARPENTRY; GRADE 11; GRADE 12

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY A CURRICULUM COMMITTEE OF TRADE INSTRUCTORS IN A WORKSHOP AS A PRELIMINARY DRAFT FOR USE IN PLANNING, PREPARING, PRESENTNG, AND EVALUATING A PREPARATORY COURSE IN CARPENTRY AT THE SECONDARY LEVEL. THE CONTENT OUTLINE IS BASED ON A TRADE ANALYSIS WHICH COVERS THE UNITS (1) FASTENING TOOLS, (2) MEASURING TOOLS, (3) LAYOUT TOOLS, (4) HOLDING TOOLS, (5) HAND CUTTING TOOLS, (6) BORING TOOLS, (7) BENCH GRINDER, (8) TABLE SAWS, (9) RADIAL ARM SAWS, (10) BAND SAWS, (11) JOINTERS, (12) SURFACE PLANERS, (13) DRILL PRESSES, (14) SHAPERS, (15) COMBINATION BELT AND DISC SANDERS, (16) PORTABLE POWER TOOLS, (17) BELT SANDERS, (18) VIBRATING OR ORBITAL SANDERS, (19) SABRE SAWS, (20) DRILL MOTORS, (21) PORTABLE ROUTERS, (22) ELECTRIC PLANES, AND (23) FLOORING HAMMERS. SEVENTY-SIX SUGGESTED JOBS RANGE FROM ELEMENTARY SUCH AS SETTING BATTER BOARDS TO MORE DIFFICULT SUCH AS HANGING DOORS AND SETTING LOCKS. AN OUTLINE OF RELATED INSTRUCTION, MATHEMATICS, APPLIED

SCIENCE AND CHEMISTRY, STRENGTH OF MATERIALS, BLUEPRINT READING, ESTIMATING, AND SAFETY IS ALSO GIVEN. THE 1,080-HOUR COURSE SHOULD BE TAUGHT BY ONE WHO HAS TRADE COMPETENCE AND TEACHING SKILLS. STUDENTS SHOULD BE ABLE TO PROFIT FROM THE TRAINING AND SHOULD BE SELECTED ON THE BASIS OF TEST RESULTS, SCHOOL RECORDS, AND A PERSONAL INTERVIEW. SUPPLEMENTARY MATERIALS INCLUDE A BIBLIOGRAPHY OF TEXTS AND REFERENCES AND AN EQUIPMENT LIST FOR VOCATIONAL CARPENTRY. (EM)

VT 003 993
A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL TOOL AND DIE .

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($1.00).
PUB DATE - 67 68P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TOOL AND DIE MAKERS; HIGH SCHOOLS; POST SECONDARY EDUCATION; EQUIPMENT; CURRICULUM DEVELOPMENT

ABSTRACT - THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN DEVELOPING INSTRUCTIONAL MATERIALS FOR HIGH SCHOOL AND POST-HIGH SCHOOL VOCATIONAL TRADE PREPARATORY PROGRAMS IN TOOL AND DIE WORK. IT WAS DEVELOPED IN A WORKSHOP BY SYSTEMATICALLY DIVIDING THE TRADE INTO MAJOR SEGMENTS AND THEN INTO BASIC MANIPULATIVE TASKS AND INFORMATIONAL TOPICS WHICH CONTRIBUTE TO THE INTELLIGENT USE OF JOB SKILLS. THIS PRELIMINARY DRAFT, TO BE REVIEWED BY TOOL AND DIE INSTRUCTORS AND AN INDUSTRIAL COMMITTEE, WILL INCORPORATE REVISIONS RECOMMENDED BY THE TWO GROUPS. THE COURSE OBJECTIVE IS TO DEVELOP KNOWLEDGES AND SKILLS THAT QUALIFY THE TRAINEE FOR EMPLOYMENT AS AN ADVANCED LEARNER IN THE TOOL AND DIE TRADE. THE OUTLINES OF INSTRUCTIONAL BLOCKS ARE (1) JIGS AND FIXTURES, (2) CUTTING TOOLS, (3) DIES, (4) DIE REPAIR, (5) CAVITIES, AND (6) GAGES. THE COURSE IS DESIGNED FOR A 72-WEEK PERIOD OF 2,160 HOURS. THE TEACHER SHOULD BE TRADE COMPETENT WITH TEACHING SKILLS, AND THE STUDENTS SHOULD BE THOSE WHO WANT, NEED, AND CAN PROFIT FROM THE TRAINING. STUDENT SELECTION TECHNIQUES SHOULD INCLUDE TESTING, EXAMINING SCHOOL RECORDS, AND INTERVIEWING. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF RECOMMENDED TEXTBOOKS, SUGGESTED REFERENCES, AND EQUIPMENT. (HC)

VT 004 067
JIGS AND FIXTURES.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.23).
PUB DATE - 66 78P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; *JOBS (MECHANICAL DEVICES); HIGH SCHOOLS; POST SECONDARY EDUCATION; APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN ACQUIRING RELATED TECHNICAL INFORMATION ON JIGS AND FIXTURES IN HIGH SCHOOL, POST-HIGH SCHOOL, OR APPRENTICESHIP MACHINE TRADES TECHNOLOGY PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TEACHER EDUCATORS, STATE AND LOCAL SUPERVISORS, AND INSTRUCTORS. ASSIGNMENT SHEETS, BASED ON THE TEXTBOOK "JIGS AND FIXTURE DESIGN," GIVE THE ASSIGNMENT OBJECTIVE, TEXTBOOK REFERENCE, AND STUDY QUESTIONS. SOME OF THE 29 ASSIGNMENT SHEETS ARE (1) JIGS AND FIXTURE DESIGN, (2) SIMPLE DRILL TEMPLATE-DESIGN PROBLEM, (3) PLATE TYPE DRILL JIGS WITH CLAMPING SCREWS, (4) STRADDLE MILLING FIXTURES, (5) ANGLE PLATE TAPPING FIXTURES, AND (6) ANGLE PLATE TAPPING FIXTURES--PROBLEM. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS IN GROUP OR INDIVIDUAL INSTRUCTION. THE TEACHER SHOULD BE A SKILLED TRADESMAN, AND THE STUDENTS SHOULD BE PLANNING TO ENTER OR PRESENTLY WORKING IN A MACHINE TRADES OCCUPATION. SUPPLEMENTARY MATERIALS INCLUDE FOLDOUT DRAWING PAPER FOR THE DESIGN PROBLEMS, A LIST OF STUDY TECHNIQUES, AND A STUDENT PROGRESS RECORD. (HC)

VT 004 068
MACHINE TRADES I, LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($3.25).
PUB DATE - 66 258P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; HIGH SCHOOLS; POST SECONDARY EDUCATION; APPRENTICESHIPS; TESTS

ABSTRACT - THIS REVISED MANUAL IS FOR STUDENT USE IN EITHER GROUP OR INDIVIDUAL INSTRUCTION IN STUDYING RELATED TECHNICAL INFORMATION FOR THE MACHINE TRADES IN VOCATIONAL HIGH SCHOOL OR POST-HIGH SCHOOL PREPARATORY PROGRAMS OR APPRENTICESHIP TRAINING. IT WAS DEVELOPED BY A STATE-WIDE COMMITTEE OF TEACHER EDUCATORS, STATE AND LOCAL SUPERVISORS, AND INSTRUCTORS. THE INSTRUCTIONAL UNITS ARE (1) BENCH WORK, (2) DRILLING MACHINE WORK, (3) ENGINE LATHE WORK, (4) TURRET LATHE WORK, AND (5) POWER SAW WORK. ASSIGNMENT SHEETS WITHIN EACH UNIT GIVE THE OBJECTIVES OF THE ASSIGNMENT, ASSIGNED AND ADDITIONAL REFERENCES, RELATED INFORMATION, AND STUDY QUESTIONS. MOST ARE ILLUSTRATED WITH LINE-DRAWINGS AND PHOTOGRAPHS. IN GENERAL, THE ASSIGNMENTS ARE BASED ON THREE TEXTBOOKS. A COMPREHENSIVE OBJECTIVE REVIEW OR TEST TO CHECK STUDENT PROGRESS AND ABILITY FOLLOWS EACH UNIT. THE TEACHER SHOULD BE A SKILLED TRADESMAN, AND THE STUDENTS SHOULD BE PLANNING TO ENTER OR PRESENTLY WORKING IN A MACHINE TRADES OCCUPATION. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF ASSIGNED AND ADDITIONAL REFERENCES, STUDY TECHNIQUES, AND A STUDENT PROGRESS CHART. AN ANSWER BOOK (VT 000 696) AND "MACHINE TRADES II, LEARNER'S MANUAL" (VT 000 698) ARE ALSO AVAILABLE. (HC)

VT 004 069
MACHINE TRADES JOBS AND JOB SHEETS, SERIES 200.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($6.40).
PUB DATE - NOV63 281P.

DESCRIPTORS - *WORKSHEETS; *TRADE AND INDUSTRIAL EDUCATION; *METAL MACHINING OCCUPATIONS; HIGH SCHOOLS; POST SECONDARY EDUCATION; APPRENTICESHIPS; ASSIGNMENTS

ABSTRACT - THIS MANUAL OF ADVANCED PRODUCTION-TYPE MACHINE TRADES JOBS IS FOR TEACHER USE IN PREPARING STUDENT ASSIGNMENTS IN VOCATIONAL HIGH SCHOOL, POST-HIGH SCHOOL, OR APPRENTICESHIP MACHINE TRADES PREPARATORY PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TEACHER EDUCATORS, STATE AND LOCAL SUPERVISORS, AND INSTRUCTORS. THE JOBS PROGRESS FROM THE SIMPLE TO THE MORE COMPLEX AND COVER THE COMPLETE RANGE OF BASIC OPERATIONS IN THE MACHINE TRADE. EACH JOB CONSISTS OF DETAILED WORKING DRAWINGS AND JOB SHEETS WHICH PROVIDE COMPLETE INFORMATION ABOUT THE JOB INCLUDING TOOLS AND PROCEDURES OR STEPS. THE DRAWINGS ARE PRINTED ON VELLUM PAPER SO THAT BLUEPRINTS CAN BE MADE FOR SHOP USE. SOME OF THE 26 JOBS ARE (1) TAP WRENCH, (2) ADJUSTABLE BORING HEAD, (3) GEAR PULLER, (4) BALL BEARING GRINDER, (5) 8-INCH WOOD LATHES, (6) UTILITY VISE, AND (7) 10-INCH WOODWORKING VISE. THE BOUND COPY OF THIS MANUAL IS INTENDED FOR INSTRUCTOR USE ONLY. INDIVIDUAL COPIES OF EACH JOB ARE AVAILABLE PACKAGED IN SEPARATE ENVELOPES. THE INSTRUCTOR MUST BE A SKILLED TRADESMAN, AND THE STUDENTS SHOULD BE THOSE ENROLLED IN A TRAINING PROGRAM WITH ACCESS TO LABORATORY EQUIPMENT. SUPPLEMENTARY MATERIALS INCLUDE INFORMATION ON PURCHASING REQUIRED CASTINGS, AN OPERATIONAL CHART FOR JOBS, AN INDIVIDUAL STUDENT PROGRESS RECORD, AND NOTES TO THE INSTRUCTOR. "MACHINE TRADES JOBS AND JOB SHEETS, SERIES 100" (VT 000 699) IS AVAILABLE. (HC)

VT 004 150
ELECTROMECHANICAL TECHNOLOGY, EDUCATIONAL NEEDS OF THE TECHNICAL WORKER.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO
PUB DATE - 63 18P.

DESCRIPTORS - *TECHNICAL EDUCATION; *SUBPROFESSIONALS; *JUNIOR COLLEGES; *EDUCATIONAL NEEDS; CURRICULUM PLANNING; JOB ANALYSIS; EMPLOYMENT OPPORTUNITIES; OCCUPATIONAL INFORMATION; ELECTROMECHANICAL TECHNOLOGY

ABSTRACT - ELECTROMECHANICAL TECHNICAL WORKERS, UNDER THE DIRECTION OF ENGINEERS AND SCIENTISTS, ESTABLISH METHODS AND PROCEDURES TO CONSTRUCT, TEST, OR MODIFY ITEMS OF AN ELECTROMECHANICAL NATURE. A CURRICULUM FOR THESE TECHNICAL WORKERS CONSISTS OF INSTRUCTION IN TECHNICAL, SCIENTIFIC, AND MANIPULATIVE AREAS. JOB OPERATIONAL ANALYSIS TO DETERMINE SPECIFIC CURRICULUM CONTENT REVEALS THAT ELECTROMECHANICAL TECHNICAL WORKERS SPEND 52 PERCENT OF THEIR WORK TIME IN DEVELOPING AND TESTING REGULATORY UNITS AND DEVICES. OTHER OPERATIONS COMPRISING THE TOTAL JOB TIME INCLUDE: (1) SUPERVISING, APPRAISING, AND TRAINING SUBORDINATES, 15 PERCENT, (2) INSPECTING PRODUCTION WORK OF OTHERS, 13 PERCENT, (3) PLANNING FOR RESEARCH OR PRODUCTION, 11 PERCENT, AND (4) COORDINATING PRODUCTION AND RESEARCH FUNCTIONS WITH OTHER DEPARTMENTS, 9 PERCENT. SUBJECT MATTER RECOMMENDATIONS OF INDUSTRIAL SPOKESMEN, GIVEN IN SEMESTER UNITS, ARE: (1) ELECTRONICS, 18, (2) MECHANICS, 14, (3) MATHEMATICS, 9, (4) DRAFTING AND BLUEPRINT READING, 4, (5) SUPERVISION, 4, AND (6) COMMUNICATIONS, 6. INDUSTRY EXPECTS TO RECRUIT A SUBSTANTIAL PORTION OF THE NEEDED ELECTROMECHANICAL TECHNICAL WORKERS FROM STUDENTS COMPLETING TWO YEARS OF POST-HIGH SCHOOL STUDY. THIS BOOKLET IS DESIGNED TO ASSIST CALIFORNIA JUNIOR COLLEGES IN DEVELOPING OCCUPATION-CENTERED CURRICULUMS. (HC)

VT 004 162 ED 016 841
MALEY, DONALD
THE PREPARATION OF CURRICULUM MATERIALS AND THE DEVELOPMENT OF TEACHERS FOR AN EXPERIMENTAL APPLICATION OF THE CLUSTER CONCEPT OF VOCATIONAL EDUCATION AT THE SECONDARY SCHOOL LEVEL. VOLUME I .

MARYLAND UNIV., COLLEGE PARK. DEPT. OF INDUSTRIAL EDUCATION
OEG-2-7-062312-0175 C8
BR-6-2312
PUB DATE - AUG67 306P.

DESCRIPTORS - *CURRICULUM DEVELOPMENT; CURRICULUM RESEARCH; TEACHER ATTITUDES; TEACHER BACKGROUND; *TEACHER EDUCATION; TEACHER EDUCATION CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; HIGH SCHOOLS; PILOT PROJECTS; INSTRUCTIONAL MATERIALS; *OCCUPATIONAL CLUSTERS; SUMMER WORKSHOPS; TEACHER SELECTION; *TEACHER PARTICIPATION; PROGRAM DEVELOPMENT

ABSTRACT - THE RESULTS OF THE FIRST PHASE OF THE STUDY INDICATED THAT THE CLUSTER CONCEPT WAS AN ACCEPTABLE FORM OF VOCATIONAL EDUCATION AT THE SECONDARY SCHOOL LEVEL, AND PROVIDED A SERIES OF COURSE OUTLINES FOR THE OCCUPATIONAL CLUSTERS OF CONSTRUCTION, METAL FORMING AND FABRICATION, AND ELECTRO-MECHANICAL INSTALLATION AND REPAIR. THE SECOND PHASE AIMED TO DEVELOP TEACHERS CAPABLE OF IMPLEMENTING PILOT CLUSTER CONCEPT PROGRAMS AND A TEACHER PREPARATION CURRICULUM FOR SUCH PROGRAMS. ELEVEN TEACHERS WERE SELECTED ON THE BASIS OF STAFF EVALUATION TO PARTICIPATE IN THE PROGRAM. DURING THE SPRING SEMESTER, IN 16 SESSIONS, THEY DEVELOPED INSTRUCTIONAL PLANS FOR IMPLEMENTING THE PROGRAMS, REVIEWED AND EVALUATED INSTRUCTIONAL MATERIALS, AND ARRANGED THE CONTENT OF EACH CLUSTER INTO AN INSTRUCTIONAL SEQUENCE. DURING A 6-WEEK SUMMER WORKSHOP, THEY WORKED WITH INDUSTRIES TO DEVELOP THE TECHNICAL SKILLS AND KNOWLEDGE REQUIRED FOR

IMPLEMENTING THE PROGRAMS AND PREPARED OCCUPATIONAL INFORMATION UNITS AND DEVELOPED INSTRUCTIONAL MATERIALS FOR EACH CLUSTER. AS AN OUTGROWTH OF EXPERIENCES AND OBSERVATIONS OF THE WORKSHOP SESSIONS, TEACHER PREPARATION CURRICULUM WAS DEVELOPED. MAJOR DIVISIONS WERE PROFESSIONAL COMPETENCY DEVELOPMENT FOR CLUSTER CONCEPT PROGRAMS, ORGANIZATION AND ADMINISTRATION, TECHNICAL COMPETENCY DEVELOPMENT, AND INSTRUCTIONAL MATERIALS DEVELOPMENT. EACH DIVISION CONSISTED OF UNITS CONTAINING PURPOSE, TIME, TOPICS, PROCEDURES AND ACTIVITES, AND RESOURCES. THE CURRICULUM IS INCLUDED. THREE OTHER VOLUMES (VT 004 163, VT 004 164, VT 004 165) PRESENT THE INSTRUCTIONAL PLANS FOR EACH OF THE OCCUPATIONAL CLUSTERS. (MM)

VT 004 163 ED 016 842
MALEY, DONALD
THE PREPARATION OF CURRICULUM MATERIALS AND THE DEVELOPMENT OF TEACHERS FOR AN EXPERIMENTAL APPLICATION OF THE CLUSTER CONCEPT OF VOCATIONAL EDUCATION AT THE SECONDARY SCHOOL LEVEL. VOLUME II, INSTRUCTIONAL PLANS FOR THE CONSTRUCTION CLUSTER .

MARYLAND UNIV., COLLEGE PARK. DEPT. OF INDUSTRIAL EDUCATION
OEG-2-7-062312-0175   08
BR-6-2312
PUB DATE - AUG67 157P.

DESCRIPTORS - *OCCUPATIONAL CLUSTERS; *BUILDING TRADES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; GRADE 11; GRADE 12

ABSTRACT - DESIGNED FOR USE WITH 11TH AND 12TH GRADE STUDENTS, THIS CURRICULUM GUIDE FOR THE OCCUPATIONAL CLUSTER IN CONSTRUCTION WAS DEVELOPED BY PARTICIPATING TEACHERS FROM RESULTS OF THE RESEARCH PROCEDURES DESCRIBED IN VOLUME I (VT 004 162). THE COURSE DESCRIPTION, NEED FOR THE COURSE, COURSE OBJECTIVES, PROCEDURE, AND INSTRUCTIONAL PLAN ARE DISCUSSED BRIEFLY. THE TASKS AND AREAS OF HUMAN REQUIREMENTS ARE ARRANGED IN AN INSTRUCTIONAL SEQUENCE FOR EACH OCCUPATION INCLUDED IN THE CONSTRUCTION CLUSTER--(1) CARPENTRY, (2) ELECTRICITY, (3) MASONRY, (4) PAINTING, AND (5) PLUMBING. SUGGESTED TEACHING METHODS, INSTRUCTIONAL MATERIALS, STUDENT ACTIVITIES, AND EVALUATION PROCEDURES ARE ARRANGED IN COLUMNS OPPOSITE EACH AREA OF HUMAN REQUIREMENT. AN INSTRUCTIONAL MATERIALS LIST CONTAINS BOOKS, FILMS, FILMSTRIPS AND PAMPHLETS. VOLUME III, INSTRUCTIONAL PLANS FOR THE METAL FORMING AND FABRICATION CLUSTER (VT 004 164) AND VOLUME IV, INSTRUCTIONAL PLAN FOR THE ELECTRO-MECHANICAL INSTALLATION AND REPAIR CLUSTER (VT 004 165) COVER THE OTHER TWO OCCUPATIONAL CLUSTERS DEVELOPED BY THE PROJECT. (MM)

VT 004 164 ED 016 843
MALEY, DONALD
THE PREPARATION OF CURRICULUM MATERIALS AND THE DEVELOPMENT OF TEACHERS FOR AN EXPERIMENTAL APPLICATION OF THE CLUSTER CONCEPT OF VOCATIONAL EDUCATION AT THE SECONDARY SCHOOL LEVEL. VOLUME III, INSTRUCTIONAL PLANS FOR THE METAL FORMING AND FABRICATION CLUSTER . FINAL REPORT.

MARYLAND UNIV., COLLEGE PARK. DEPT. OF INDUSTRIAL EDUCATION
OEG-2-7-062312-0175   08
BR-6-2312
PUB DATE - AUG67 178P.

DESCRIPTORS - *OCCUPATIONAL CLUSTERS; *METAL WORKING; *OCCUPATIONS; CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; GRADE 11; GRADE 12

ABSTRACT - DESIGNED FOR USE WITH 11TH AND 12TH GRADE STUDENTS, THIS CURRICULUM GUIDE FOR THE OCCUPATIONAL CLUSTER IN METAL FORMING AND FABRICATION WAS DEVELOPED BY PARTICIPATING TEACHERS FROM RESULTS OF THE RESEARCH PROCEDURES DESCRIBED IN VOLUME I (VT 004 162). THE COURSE DESCRIPTION, NEED FOR THE COURSE, COURSE OBJECTIVES, PROCEDURES AND INSTRUCTIONAL PLAN ARE DISCUSSED BRIEFLY. THE TASKS AND HUMAN REQUIREMENTS ARE ARRANGED IN AN INSTRUCTIONAL SEQUENCE FOR EACH OCCUPATION INCLUDED IN THE METAL FORMING AND FABRICATION CLUSTER--ASSEMBLY, MACHINING, SHEET METAL WORK, AND WELDING. SUGGESTED TEACHING METHODS, INSTRUCTIONAL MATERIALS, STUDENT ACTIVITIES, AND EVALUATION PROCEDURES ARE ARRANGED IN COLUMNS OPPOSITE EACH AREA OF HUMAN REQUIREMENT. AN INSTRUCTIONAL MATERIALS LIST OF BOOKS, FILM, FILMSTRIPS AND CHARTS IS INCLUDED. VOLUME II, INSTRUCTIONAL PLANS FOR THE CONSTRUCTION CLUSTER (VT 004 163) AND VOLUME IV, INSTRUCTIONAL PLAN FOR THE ELECTRO-MECHANICAL INSTALLATION AND REPAIR CLUSTER (VT 004 165) COVER THE OTHER TWO OCCUPATIONAL CLUSTERS THAT WERE DEVELOPED BY THE PROJECT. (MM)

VT 004 165 ED 016 844
MALEY, DONALD
THE PREPARATION OF CURRICULUM MATERIALS AND THE DEVELOPMENT OF TEACHERS FOR AN EXPERIMENTAL APPLICATION OF THE CLUSTER CONCEPT OF VOCATIONAL EDUCATION AT THE SECONDARY SCHOOL LEVEL. VOLUME IV, INSTRUCTIONAL PLANS FOR THE ELECTRO-MECHANICAL CLUSTER . FINAL REPORT.

MARYLAND UNIV., COLLEGE PARK. DEPT. OF INDUSTRIAL EDUCATION
OEG-2-7-062312-0175   08
BR-6-2312
PUB DATE - AUG67 125P.

DESCRIPTORS - *OCCUPATIONAL CLUSTERS; *ELECTRICAL OCCUPATIONS; *TEACHING GUIDES; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; GRADE 11; GRADE 12

ABSTRACT - DESIGNED FOR USE WITH 11TH AND 12TH GRADE STUDENTS, THIS CURRICULUM GUIDE FOR THE OCCUPATIONAL CLUSTER IN ELECTRO-MECHANICAL INSTALLATION AND REPAIR WAS DEVELOPED BY PARTICIPATING TEACHERS FROM RESULTS OF THE RESEARCH PROCEDURES DESCRIBED IN VOLUME I (VT 004 162). THE COURSE DESCRIPTIONS, NEED FOR THE COURSE, COURSE OBJECTIVES, PROCEDURES, AND INSTRUCTIONAL PLAN ARE DISCUSSED BRIEFLY. THE TASKS AND HUMAN REQUIREMENTS ARE ARRANGED IN AN INSTRUCTIONAL SEQUENCE FOR EACH OCCUPATION

INCLUDED IN THE ELECTRO-MECHANICAL INSTALLATIONS AND REPAIR CLUSTER--AIR CONDITIONING AND REFRIGERATION SERVICING, BUSINESS MACHINE SERVICING, HOME APPLIANCE SERVICING, AND RADIO AND TELEVISION SERVICING. SUGGESTED TEACHING METHODS, INSTRUCTIONAL MATERIALS, STUDENT ACTIVITIES, AND EVALUATION PROCEDURES ARE ARRANGED IN COLUMNS OPPOSITE EACH AREA OF HUMAN REQUIREMENT. AN INSTRUCTIONAL MATERIALS LIST CONTAINS BOOKS, MANUALS, PAMPHLETS, FILMS, FILMSTRIPS, AND CHARTS. VOLUME II, INSTRUCTIONAL PLANS FOR THE CONSTRUCTION CLUSTER (VT 004 163) AND VOLUME III, INSTRUCTIONAL PLANS FOR THE METAL FORMING AND FABRICATION CLUSTER (VT 004 164) COVER THE OTHER TWO OCCUPATIONAL CLUSTERS THAT WERE DEVELOPED BY THE PROJECT. (MM)

VT 004 170
DEES, DANNY O.
OPERATING ENGINEERS, INTERNAL COMBUSTION ENGINES WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 67 183P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; OPERATING ENGINEERS; *ENGINES; DIESEL ENGINES; POST SECONDARY EDUCATION; *APPRENTICESHIPS

ABSTRACT - FOR STUDENT USE IN ACQUIRING RELATED TECHNICAL INFORMATION ON INTERNAL COMBUSTION ENGINES IN THE OPERATING ENGINEERS APPRENTICESHIP TRAINING PROGRAM, THIS WORKBOOK WAS DEVELOPED BY A STATE EDUCATIONAL ADVISORY COMMITTEE CONSISTING OF TOP REPRESENTATIVES FROM MANAGEMENT AND LABOR GROUPS. THE UNITS OF INSTRUCTION ARE (1) GENERAL DESCRIPTION AND CONSTRUCTION, (2) ENGINE PRINCIPLES, (3) ENGINE COMPONENTS, (4) FUEL SYSTEMS AND CARBURETION, (5) ENGINE COOLING AND LUBRICATION, (6) GAS ENGINE ELECTRICAL SYSTEM, AND (7) PREVENTIVE MAINTENANCE, REPAIRS, AND PARTS ORDERING. TOPIC ASSIGNMENTS WITHIN EACH UNIT CONTAIN OBJECTIVES IN QUESTION FORM, RELATED TECHNICAL INFORMATION, STUDY REFERENCES, A STUDY GUIDE WITH SHORT ANSWER QUESTIONS, AND TRUE-FALSE TESTS. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL APPRENTICE UNDER TEACHER DIRECTION FOR ONE YEAR OR 144 HOURS OF INSTRUCTION. THE TEACHER SHOULD BE A QUALIFIED JOURNEYMAN FROM THE TRADE, AND THE STUDENTS MUST BE INDENTURED OPERATING ENGINEER APPRENTICES. EACH TOPIC IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. THE TABLE OF CONTENTS PROVIDES SPACES FOR INSTRUCTOR USE IN RECORDING THE ASSIGNMENT DATE OF EACH TOPIC. TEXTBOOKS AND FINAL EXAMINATIONS ARE AVAILABLE TO THE INSTRUCTORS. (HC)

VT 004 171
DEES, DANNY O.
OPERATING ENGINEERS, HEAVY EQUIPMENT AND ITS USES, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($1.50).
PUB DATE - 66 180P.

DESCRIPTORS - TEXTBOOKS; *STUDY GUIDES; WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *OPERATING ENGINEERS; POST SECONDARY EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS TEXTBOOK WORKBOOK IS FOR STUDENT USE IN THE RELATED TECHNICAL INSTRUCTION PHASE OF THE OPERATING ENGINEER APPRENTICESHIP TRAINING PROGRAM. IT WAS DEVELOPED BY THE OPERATING ENGINEERS STATE EDUCATIONAL ADVISORY COMMITTEE COMPOSED OF TOP REPRESENTATIVES FROM MANAGEMENT AND LABOR GROUPS. THE PURPOSE OF THE MATERIAL IS TO ACQUAINT THE OPERATING ENGINEER APPRENTICE WITH HEAVY EQUIPMENT AND ITS USES. THE UNITS ARE (1) REVOLVING SHOVEL AND CRANE-TYPE EQUIPMENT, (2) MATERIAL HOISTING AND HANDLING EQUIPMENT, (3) TRACTORS, (4) GRADERS, (5) SCRAPERS, (6) LOADERS, (7) COMPACTION EQUIPMENT, (8) PLANT EQUIPMENT, AND (9) PAVING EQUIPMENT. EACH UNIT CONTAINS STUDY TOPICS WITH ILLUSTRATED RELATED TECHNICAL INFORMATION, SAFETY PRECAUTIONS FOR EQUIPMENT, OPERATION, WORK EXERCISES IN THE FORM OF SHORT-ANSWER QUESTIONS, AND A CHECKUP TRUE-FALSE QUIZ WHICH THE STUDENT COMPLETES THEN CHECKS BY REVIEWING THE RELATED INSTRUCTIONAL INFORMATION. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL STUDENT OR IN CLASSROOM INSTRUCTION GROUPS FOR 144 HOURS. THE TEACHER MUST BE A QUALIFIED JOURNEYMAN FROM THE TRADE, AND THE STUDENTS MUST BE INDENTURED APPRENTICES. THE COURSE CONSISTS OF THE TEXTBOOK-WORKBOOK FOR THE APPRENTICE AND TESTBOOKS AND FINAL EXAMINATIONS FOR THE INSTRUCTOR'S USE. (HC)

VT 004 192
MCDANIEL, JOHN A.
BASIC PRE-SERVICE COURSE FOR TRADE AND TECHNICAL EDUCATION TEACHERS.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. TRADE AND TECHNICAL EDUCATION DIV.
IDAHO VO-ED-65
PUB DATE - 62 113P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; PRESERVICE EDUCATION; *TEACHING METHODS

ABSTRACT - THIS TEACHING GUIDE IS FOR USE BY TEACHER EDUCATORS IN A PRE-SERVICE COURSE FOR TRADE AND TECHNICAL EDUCATION TEACHERS. IT WAS DEVELOPED BY AREA SUPERVISORS IN THIS FIELD. THE PURPOSES OF THE GUIDE ARE TO DEVELOP BASIC TEACHING METHODS AND BASIC ELEMENTS OF EDUCATIONAL PHILOSOPHY FOR TRADE AND TECHNICAL EDUCATION. THE EIGHT SESSION TITLES ARE (1) INTRODUCTION TO VOCATIONAL EDUCATION, (2) THE DUTIES AND RESPONSIBILITIES OF AN INSTRUCTOR, (3) HOW PEOPLE LEARN, (4) FACTORS WHICH INFLUENCE LEARNING, (5) THE FOUR STEPS OF INSTRUCTION, (6) LESSON PLANNING, (7) PRACTICE TEACHING, AND (8) PRACTICE TEACHING AND SUMMARY. THESE

MATERIALS WERE DESIGNED FOR A 16-HOUR COURSE FOR PART-TIME OR FULL-TIME INSTRUCTORS. TEACHERS SHOULD BE CERTIFIED TEACHER EDUCATORS. SUPPLEMENTARY MATERIALS INCLUDE TRANSPARENCY MASTERS FOR ILLUSTRATIVE CHARTS COORDINATED WITH EACH SESSION. (EM)

VT 004 264
COSMETOLOGY, SUGGESTED COURSE OUTLINE.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.00).
PUB DATE - 67 32P.

DESCRIPTORS - *COSMETOLOGY; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; MANAGEMENT; SECONDARY GRADES; INSTRUCTIONAL AIDS; ADULT VOCATIONAL EDUCATION; *COSMETOLOGISTS; BIBLIOGRAPHIES; LABORATORY PROCEDURES; PRACTICAL MATHEMATICS

ABSTRACT - THIS COURSE OUTLINE, A REVISION OF A 1962 DOCUMENT, IS FOR TEACHER USE IN PLANNING AND CONDUCTING CLASSES IN VOCATIONAL COSMETOLOGY. IT WAS DESIGNED BY SUBJECT MATTER SPECIALISTS AND DEVELOPED BY A COMMITTEE OF TEACHERS, SUPERVISORS, AND TEACHER EDUCATORS IN A 2-WEEK INSTITUTE. SECTIONS OF INSTRUCTION INCLUDE THE FOLLOWING MAJOR TRADE DIVISIONS: (1) SCALP, (2) HANDS AND FEET, (3) HAIR, (4) FACE, (5) SCIENCE, (6) SHOP MANAGEMENT, (7) TRADE MATHEMATICS, AND (8) LEGAL GUIDANCE. LESSON OUTLINES PRESENT INFORMATION IN FOUR CATEGORIES IN TABLE FORM: (1) LABORATORY, (2) RELATED OUTLINE, (3) TEACHING AIDS, AND (4) REFERENCES. THE MATERIAL IS INTENDED FOR THOSE STUDENTS PLANNING TO ENTER THE FIELD OF COSMETOLOGY. AN EXTENSIVE BIBLIOGRAPHY IS INCLUDED. (MU)

VT 004 305 ED 018 649
22 CHARTS TO ACCOMPANY PEACETIME RADIATION HAZARDS IN THE FIRE SERVICE--BASIC COURSE .

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
ATOMIC ENERGY COMMISSION, WASHINGTON, D.C.
OFFICE OF INDUSTRIAL RELATIONS
OE-84022
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20401 ($2.00 A SET ASNFS5.284--84022).
PUB DATE - 61 22P.

DESCRIPTORS - *CHARTS; *FIRE FIGHTERS; *RADIATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - A SET OF TWENTY-TWO 20-BY-28 INCH CHARTS ILLUSTRATING ASPECTS OF RADIATION SUCH AS TYPES, EFFECTS OF EXPOSURE, SHIELDS, WARNING SIGNS, REACTORS, THE CHAIN REACTION PROCESS, AND FIRE-FIGHTING PROCEDURES IS TO BE USED WITH (1) RESOURCE MANUAL (VT 001 337), (2) INSTRUCTOR'S GUIDE (VT 002 117), (3) STUDENT STUDY GUIDE (VT 001 878), (4) ORIENTATION UNIT--STUDENT MANUAL (VT 002 067), AND (5) ORIENTATION UNIT--INSTRUCTOR'S GUIDE (VT 001 989). THIS DOCUMENT IS AVAILABLE AS FS5.284--84022 FOR $2 A SET FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20401. (PS)

VT 004 370 ED 018 650
MCKEONE, CHARLES J.
BIBLIOGRAPHY OF TRAINING AIDS .

AIR CONDITIONING AND REFRIGERATION INST., ARLINGTON, VA.
PUB DATE - SEP67 68P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *INSTRUCTIONAL AIDS; *AUDIOVISUAL AIDS; *AIR CONDITIONING; *REFRIGERATION; HIGH SCHOOLS; POST SECONDARY EDUCATION; INDUSTRY

ABSTRACT - THIS COMPILATION OF INSTRUCTIONAL AIDS FOR USE IN AIR-CONDITIONING AND REFRIGERATION TRAINING PROGRAMS CONTAINS LISTS OF VISUAL AND AUDIOVISUAL TRAINING AIDS AND GUEST LECTURERS AVAILABLE FROM MEMBER COMPANIES OF THE AIR-CONDITIONING AND REFRIGERATION INSTITUTE AS AN INDUSTRY SERVICE TO SCHOOL OFFICIALS INTERESTED IN CONDUCTING SUCH PROGRAMS. THE 85 LISTINGS OF VISUAL TRAINING AIDS ARE BOOKLETS, CATALOGS, MANUALS, TECHNICAL ARTICLES AND PAMPHLETS, HANDY REFERENCE GUIDES, STRIP FILMS AND SLIDES, TEACHING MODELS, AND MATERIAL FOR TRAINING TRANSPORT REFRIGERATION MECHANICS. THE 17 LISTINGS OF AUDIOVISUAL TRAINING AIDS ARE STRIP FILM AND RECORD SETS, SLIDES AND RECORDS SETS, AND SOUND MOTION PICTURE FILMS. THE GUEST LECTURER PROGRAMS, AVAILABLE FROM TWO FIRMS, ARE CUSTOM TAILORED FOR THE AUDIENCE INVOLVED. EACH LISTING GIVES AN IDENTIFICATION CODE, THE ITEM TITLE, A BRIEF DESCRIPTION, THE APPROPRIATE EDUCATIONAL LEVEL, THE PRICE, THE AVAILABILITY SOURCE, AND ADDITIONAL INFORMATION NECESSARY FOR ORDERING OR USING THE TRAINING AIDS. (HC)

VT 004 380
CHARACTERISTICS OF EXCELLENCE IN ENGINEERING TECHNOLOGY EDUCATION. FINAL REPORT OF THE EVALUATION OF TECHNICAL INSTITUTE EDUCATION.

AMERICAN SOCIETY FOR ENGINEERING EDUCATION, WASHINGTON, D.C.
AMERICAN SOCIETY FOR ENGINEERING EDUCATION, DUPONT CIRCLE BUILDING, 1346 CONNECTICUT AVENUE, N.W., WASHINGTON, D.C. 20036 ($.25).
PUB DATE - 62 43P.

DESCRIPTORS - *TECHNICAL EDUCATION; *ENGINEERING TECHNICIANS; *POST SECONDARY EDUCATION; CURRICULUM; CURRICULUM EVALUATION; STANDARDS; FACULTY; STUDENTS; LIBRARIES
IDENTIFIERS - ENGINEERING TECHNOLOGY

ABSTRACT - ENGINEERING TECHNOLOGY IS THAT PART OF THE ENGINEERING FIELD WHICH REQUIR THE APPLICATION OF SCIENTIFIC AND ENGINEERING KNOWLEDGE AND METHODS COMBINED WITH TECHNICAL SKILLS IN SUPPORT OF ENGINEERING ACTIVITIES. THE ENGINEERING TECHNICIAN DIFFERS FROM A CRAFTSMAN IN HIS KNOWLEDGE OF SCIENTIFIC AN ENGINEERING THEORY AND METHODS, AND FROM AN ENGINEER IN HIS MORE SPECIALIZED BACKGROUND AND IN HIS USE OF TECHNICAL SKILLS IN SUPPORT OF ENGINEERING ACTIVITIES. AN ENGINEERING TECHNOLOGY CURRICULUM IS A PLANNED SEQUENCE OF COLLEGE-LEVEL COURSES, USUALLY LEADING TO

AN ASSOCIATE DEGREE. THE CURRICULUM IS DIVIDED INTO 3 MAJOR SECTIONS: (1) BASIC SCIENCE COURSES INCLUDING MATHEMATICS AND PHYSICAL SCIENCES, (2) TECHNICAL COURSES INCLUDING TECHNICAL SKILLS AND TECHNICAL SPECIALTIES, AND (3) NON-TECHNICAL COURSES INCLUDING COMMUNICATIONS, HUMANITIES, SOCIAL SCIENCES, AND OTHER LIFE-ORIENTED COURSES. A TYPICAL ENGINEERING TECHNOLOGY CURRICULUM IS PROBABLY ABOUT 72 TO 75 SEMESTER CREDIT HOURS IN LENGTH OR FROM 2 ACADEMIC YEARS TO 3 CALENDAR YEARS. THE ULTIMATE QUALITY OF A CURRICULUM DEPENDS LARGELY UPON THE QUALITY OF ITS FACULTY AND STUDENTS. (HC)

VT 004 491 ED 017 708
HEDINGER, HOWARD E.
APPRENTICE EDUCATION, RELATED INSTRUCTION FOR APPRENTICES.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. DIV OF VOCATIONAL-TECHNICAL PROGRAMS.
PUB DATE - SEP67 150P.

DESCRIPTORS - ADMINISTRATOR GUIDES; *APPRENTICESHIPS; COMMUNITY COLLEGES; COURSE DESCRIPTIONS; *CURRICULUM; EDUCATIONAL PROGRAMS; POST SECONDARY EDUCATION; PROGRAM DEVELOPMENT; *PROGRAM GUIDES; *SKILLED OCCUPATIONS; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THIS PROGRAM GUIDE IS FOR ADMINISTRATOR USE IN PLANNING AND IMPLEMENTING EFFECTIVE PROGRAMS OF RELATED INSTRUCTION FOR APPRENTICES IN THE NORTH CAROLINA COMMUNITY COLLEGE SYSTEM. IT WAS DEVELOPED BY THE LABOR DEPARTMENT APPRENTICE DIRECTOR AND STAFF, VOCATIONAL-TECHNICAL INSTRUCTORS, AND PERSONNEL FROM INDUSTRY AND DESIGNED BY SUBJECT MATTER SPECIALISTS. THE OBJECTIVE OF THE RELATED INSTRUCTION PROGRAM IS TO TEACH THE APPRENTICE THAT PART OF THE TECHNICAL INFORMATION PERTAINING TO THE TRADE WHICH CAN BEST BE TAUGHT IN THE CLASSROOM. SECTION I INCLUDES GENERAL INFORMATION CONCERNING THE PURPOSES AND THE OPERATION OF APPRENTICESHIP PROGRAMS AND THE ROLES OF THE LABOR DEPARTMENT, ADVISORY COMMITTEES, AND THE LOCAL INSTITUTIONS. SECTION II CONTAINS SUGGESTED CURRICULUMS AND COURSE DESCRIPTIONS FOR RELATED INSTRUCTION FOR OCCUPATIONS IN THE AREAS OF BUILDING TRADES, METAL AND PLASTIC MANUFACTURING, GRAPHIC ARTS, SERVICE TRADES, AND PUBLIC UTILITIES. THESE COURSE DESCRIPTIONS ARE GROUPED BY TRADE FOR THE BASIC REQUIRED COURSES, REQUIRED TRADE RELATED COURSES, AND ELECTIVE COURSES. THE REQUIRED TRAINING TIME IS GIVEN FOR EACH COURSE. THE APPRENTICESHIP PROGRAMS ARE 3, 4, OR 5 YEARS IN LENGTH AND EACH CONTAINS A MINIMUM OF 144 HOURS OF RELATED INSTRUCTION PER YEAR. SECTION III CONTAINS SAMPLE FORMS, REFERENCES FOR TEXTBOOKS AND PROGRAMED LEARNING, NATIONAL STANDARDS OF MANY TRADES, AND REFERENCES TO BE USED IN SETTING UP AN APPRENTICESHIP PROGRAM. (HC)

VT 004 677
SKOOG, EMERY L.
MATHEMATICS FOR TECHNOLOGY--AN ARITHMETIC TEXTBOOK FOR STUDENTS IN TRADE AND TECHNICAL EDUCATION.

PUB DATE - 66 173P.

DESCRIPTORS - MASTERS THESES; *PRACTICAL MATHEMATICS; *TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; MODERN MATHEMATICS; POST SECONDARY GRADES; *TEXTBOOKS; *TEXTBOOK PREPARATION; ACHIEVEMENT TESTS; ANSWER KEYS; STUDENT PROJECTS
IDENTIFIERS - *WILLIAM HOOD DUNWOODY INDUSTRIAL INSTITUTE; MINNESOTA

ABSTRACT - THE PURPOSE OF THIS THESIS WAS TO REVISE THE PRACTICAL MATHEMATICS TEXTBOOK USED AT THE WILLIAM HOOD DUNWOODY INDUSTRIAL INSTITUTE TO INCLUDE MODERN MATHEMATICAL CONCEPTS. IT IS FOR USE BY TRADE AND TECHNICAL STUDENTS IN A BEGINNING ARITHMETIC COURSE. IT ASSUMES PRIOR KNOWLEDGE OF WHOLE NUMBER, COMMON FRACTION, DECIMAL FRACTION AND PERCENTAGE OPERATIONS. CHAPTER TITLES ARE (1) OPERATIONS WITH WHOLE NUMBERS, (2) WHOLE NUMBERS AND FRACTIONS, (3) OPERATIONS WITH COMMON FRACTIONS, (4) OPERATIONS WITH DECIMALS, (5) OPERATIONS WITH PERCENT, (6) MEASUREMENT AND APPROXIMATION, (7) RATIOS AND EQUIVALENT RATIOS, (8) ESTIMATING, AND (9) APPLYING ARITHMETIC TO TRADE PROBLEMS. EACH CHAPTER GIVES EXPLANATORY INFORMATION, EXAMPLE PROBLEMS, AND PRACTICAL PROBLEMS, AND SELF-TESTS. ANSWERS ARE PROVIDED FOR ALL PRACTICE PROBLEMS AND TESTS. (EM)

VT 004 715
INTRODUCTION TO APPRENTICESHIP, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.25).
PUB DATE - 63 219P.

DESCRIPTORS - *STUDY GUIDES; WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *BUILDING TRADES

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY BEGINNING APPRENTICES IN THE RELATED TECHNICAL PHASE OF INSTRUCTION FOR CONSTRUCTION TRADES. IT WAS DEVELOPED BY THE STATE EDUCATIONAL ADVISORY COMMITTEE. THE MAJOR UNITS ARE (1) THE APPRENTICE AND HIS TRADE, (2) THE RELATED TRAINING PROGRAM, (3) WORKMEN'S LEGAL RIGHTS AND BENEFITS, (4) BASIC MATHEMATICS, (5) BASIC TOOLS, (6) BASIC SCIENCE, AND (7) BASIC BLUEPRINT READING. EACH UNIT GIVES AN INTRODUCTION, RELATED INFORMATION, A SUMMARY, AND AN OBJECTIVE-TYPE CHECKUP. THE UNITS REQUIRE A MINIMUM OF 144 HOURS INDIVIDUAL OR CLASS INSTRUCTION. STUDENTS SHOULD BE INDENTURED APPRENTICES, AND THE INSTRUCTOR SHOULD BE A QUALIFIED JOURNEYMAN. PHOTOGRAPHS, LINE DRAWINGS, A SUPPLEMENTARY REFERENCE LIST, AND PRACTICE PRINTS FOR USE WITH THE LAST UNIT ARE INCLUDED. (EM)

VT 004 772
LEHMAN, WALTER, AND OTHERS
INDUSTRIAL-SERVICE ENGINEERING TECHNOLOGY, AUTOMOTIVE MAJOR, EVALUATION MONOGRAPH.

MARATHON COUNTY BOARD OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION, WAUSAU, WIS.
MARATHON COUNTY TECHNICAL INST., WAUSAU, WIS.
NORTH CENTRAL TECHNICAL INSTITUTE, P.O. BOX 750, RIVER DRIVE, WAUSAU, WISCONSIN 54401 ($5.00).
PUB DATE - 68 160P.

DESCRIPTORS - *PROGRAM GUIDES; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *TECHNICAL EDUCATION; TECHNICAL INSTITUTES; PROGRAM DESCRIPTIONS; PROGRAM CONTENT; PROGRAM EVALUATION; COURSE ORGANIZATION
IDENTIFIERS - *AUTOMOTIVE TECHNOLOGY; MARATHON COUNTY TECHNICAL INSTITUTE (WISCONSIN)

ABSTRACT - A CURRICULUM GUIDE FOR USE BY TEACHERS IN COURSE PLANNING FOR POST-SECONDARY AUTO MECHANICS COURSES IS INCLUDED IN THIS EVALUATION REPORT. IT WAS DEVELOPED BY VOCATIONAL TEACHERS AIDED BY AN ADVISORY COMMITTEE. TOPICAL COURSE OUTLINES ARE PROVIDED FOR THE 20 COURSES WHICH COMPRISE THE CURRICULUM. EACH OUTLINE ALSO FURNISHES (1) TITLE, (2) CLASS AND CREDIT HOURS, (3) COURSE DESCRIPTION, (4) COURSE OBJECTIVES, AND (5) TEXTS AND REFERENCES. SUPPLEMENTARY MATERIALS INCLUDE (1) STATEMENT OF INSTITUTIONAL PURPOSES AND CURRICULUM ORGANIZATION, (2) DESCRIPTIVE PHILOSOPHY OF THE SCHOOL, (3) TEXTBOOK LIST, (4) DESCRIPTION OF THE SCHOOL LIBRARY, (5) PERSONNEL RESUMES, AND (6) MINUTES OF AN ADVISORY COMMITTEE MEETING. THE EVALUATIVE REPORT ALSO DISCUSSES FACILITIES AND EQUIPMENT, ADMINISTRATION, AND INSTRUCTION. (EM)

VT 004 773
LEHMAN, WALTER, AND OTHERS
INDUSTRIAL-SERVICE ENGINEERING TECHNOLOGY, ELECTRONICS MAJOR, EVALUATION MONOGRAPH.

MARATHON COUNTY TECHNICAL INST., WAUSAU, WIS.
MARATHON COUNTY BOARD OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION, WAUSAU, WIS.
PUB DATE - 67 142P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *ELECTRONICS; *TECHNICAL EDUCATION; TECHNICAL INSTITUTES; POST SECONDARY GRADES
IDENTIFIERS - *MARATHON COUNTY TECHNICAL INSTITUTE; WISCONSIN

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN COURSE PLANNING IN POST-SECONDARY ELECTRONICS PROGRAMS. IT WAS DEVELOPED BY INSTRUCTORS WITH SUGGESTIONS FROM AN ADVISORY COMMITTEE. THE CONTENT OBJECTIVES ARE TO DESCRIBE AND OUTLINE THE CURRENT CURRICULUM. COURSE OUTLINES ARE PROVIDED FOR THE 19 COURSES COVERING 4-SEMESTERS. EACH OUTLINE GIVES (1) THE COURSE TITLE, (2) CLASS AND CREDIT HOURS, (3) A COURSE DESCRIPTION, (4) COURSE OBJECTIVES, (5) A TOPICAL OUTLINE, AND (6) TEXTS AND REFERENCES. THE TEACHER SHOULD HAVE ACADEMIC AND OCCUPATIONAL EXPERIENCE IN ELECTRONICS. STUDENTS SHOULD HAVE A HIGH SCHOOL BACKGROUND IN PHYSICS AND ALGEBRA AND PASS AN ELECTRONICS APTITUDE TEST BEFORE STARTING THE CURRICULUM. SUPPLEMENTARY MATERIALS INCLUDE: (1) STATEMENT OF INSTRUCTIONAL PURPOSES AND CURRICULUM ORGANIZATION, (2) DESCRIPTIVE PHILOSOPHY OF THE SCHOOL, (3) EQUIPMENT INVENTORY LIST, (4) DESCRIPTION OF THE SCHOOL LIBRARY, (5) PERSONNEL RESUMES, (6) MINUTES OF AN ADVISORY COMMITTEE MEETING, AND (7) INFORMATION ON STUDENT PERSONNEL SERVICES. (EM)

VT 004 774
ANGOWSKI, STANLEY
THEORY I, MACHINE SHOP .

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.25).
PUB DATE - JAN68 202P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE TOOL OPERATORS; GRADE 11; GRADE 12

ABSTRACT - FOR USE BY BEGINNING VOCATIONAL MACHINE SHOP STUDENTS, THIS STUDY GUIDE WAS DEVELOPED BY MACHINE SHOP INSTRUCTORS AND RELATED THEORY INSTRUCTORS AFTER TESTING THE MATERIAL IN RELATED CLASSROOMS FOR AT LEAST 1 YEAR. MAJOR TOPICS ARE (1) THEORY OF MACHINES, (2) THE SIMPLE MACHINES, (3) FRICTION, (4) SHOP TECHNIQUES, (5) MANUFACTURE OF IRON AND STEEL, (6) FOUNDRY TECHNIQUES, (7) HEAT TREATMENT, (8) MANUFACTURE AND APPLICATION OF GRINDING WHEELS, (9) ELECTRICITY, AND (10) SCIENCE OF MEASUREMENT. EACH OF THE 60 LESSONS GIVES AN OBJECTIVE, RELATED INFORMATION, A VOCABULARY LIST, AND ASSIGNMENTS OR QUESTIONS. THE MATERIAL WAS DESIGNED FOR A 1-YEAR COURSE. THE TEACHER SHOULD BE A CERTIFIED RELATED INSTRUCTOR. TEN ACHIEVEMENT TESTS BASED ON THE MATERIAL PRESENTED AND LINE DRAWINGS, SKETCHES, AND PHOTOGRAPHS ARE INCLUDED. (EM)

VT 004 775
KADRLE, JOSEPH J.
ELEMENTARY ELECTRONICS .

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.25).
PUB DATE - MAR68 203P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; GRADE 10; GRADE 9

ABSTRACT - FOR NINTH AND 10TH GRADE STUDENTS USE IN A 1-YEAR COURSE, THIS STUDY GUIDE WAS DEVELOPED BY AN ELECTRONICS INSTRUCTOR FROM CURRICULUM MATERIALS WHICH WERE TRIED IN COURSES FOR 2 YEARS. THE 96 LESSONS PRESENT FUNDAMENTAL INFORMATION AND INSTRUCTIONS FOR CONSTRUCTING THREE RADIO RECEIVERS. EACH LESSON PRESENTS SOME SUBELEMENT OF THE RADIOS AND THE PROCEDURE FOR ITS CONSTRUCTION. MAJOR

UNITS ARE (1) SOLDERING PRACTICE, (2) SYMBOLS AND CODES, (3) BASIC D.C. CIRCUITS, (4) WIRING PROJECTS, (5) D.C. CURRENTS, ADVANCED, (6) T.R.F. RECEIVER CONSTRUCTION, (7) INSTRUMENTS, (8) SUPERHETERODYNE RECEIVER CONSTRUCTION, (9) A.C. CIRCUITS--CHARACTERISTICS OF INDUCTORS AND CAPACITORS, AND (10) A.C. CIRCUITS--CHARACTERISTICS OF RESONANT CIRCUITS. THIS DOCUMENT WAS WRITTEN FOR THE AVERAGE STUDENT AND INTERSPERSES EXPERIMENTS WITH CONSTRUCTION PROCEDURE. EACH CIRCUIT IS TO BE TESTED BEFORE THE NEXT ONE IS CONSTRUCTED. THE TEACHER SHOULD BE CERTIFIED TO TEACH ELECTRONICS. SCHEMATIC DRAWINGS OF CIRCUITS ARE INCLUDED. (EM)

VT 004 794
BOOLSEN, FRANK M., AND OTHERS
CALIFORNIA AND FEDERAL AGENCIES ALLIED AND RELATED TO LAW ENFORCEMENT . CALIFORNIA STATE PEACE OFFICERS' TRAINING SERIES 66.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, ROOM 551, SACRAMENTO, CALIFORNIA 9514 ($1.50).
PUB DATE - 63 65P.

DESCRIPTORS - *POLICE; STATE GOVERNMENT; FEDERAL GOVERNMENT; LAW ENFORCEMENT; *AGENCIES; REFERENCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *DIRECTORIES; *AGENCY ROLE; FEDERAL STATE RELATIONSHIP; INTERAGENCY COOPERATION; POLICE ACTION
IDENTIFIERS - *CALIFORNIA

ABSTRACT - AN IMPORTANT FACTOR IN THE OPERATION OF A MODEL POLICE DEPARTMENT IS THE ASSISTANCE TO BE OBTAINED FROM MANY FEDERAL AND STATE AGENCIES WHOSE FUNCTIONS ARE ALLIED WITH OR RELATED TO THOSE OF THE POLICE. IN THIS PUBLICATION, THE ORGANIZATION AND ACTIVITIES OF EACH FEDERAL AND CALIFORNIA STATE AGENCY THAT MAY BE ABLE TO SUPPLY SUCH INFORMATION ARE LISTED. THE CALIFORNIA STATE AGENCIES INCLUDE: DEPARTMENT OF AGRICULTURE, ALCOHOLIC BEVERAGE CONTROL, CONSUMER COUNSEL, BOARD AND DEPARTMENT OF CORRECTIONS, DISASTER OFFICE, DEPARTMENT OF EDUCATION, EMPLOYMENT, EQUALIZATION, FINANCE, STATE FIRE MARSHAL, HIGHWAY PATROL, HORSE RACING BOARD, INDUSTRIAL RELATIONS, INSURANCE, INVESTMENT, JUSTICE, MENTAL HYGIENE, MILITARY, MOTOR VEHICLES, OSTEOPATHIC EXAMINERS, PEACE OFFICER STANDARDS AND TRAINING, PERSONNEL BOARD, PROFESSIONAL AND VOCATIONAL STANDARDS, PUBLIC HEALTH, RESOURCES AGENCY, RETIREMENT SYSTEM, SAN FRANCISCO PORT AUTHORITY, SOCIAL WELFARE, VETERANS AFFAIRS, AND YOUTH AUTHORITY. THE FEDERAL AGENCIES INCLUDE: AGRICULTURE, AVIATION, CIVIL AND DEFENSE MOBILIZATION, CIVIL SERVICE, COMMERCE, COMMUNICATIONS COMMISSION, DEFENSE, HEALTH, EDUCATION, AND WELFARE, INTERIOR, INTERSTATE COMMERCE, JUSTICE, LABOR, POSTAL INSPECTION, SECURITIES AND EXCHANGE, SECURITY COUNCIL, STATE DEPARTMENT, TRADE COMMISSION, TREASURY, AND VETERANS ADMINISTRATION. (PS)

VT 004 795
PEDROTTI, ELIZABETH
THE CALIFORNIA COURT SYSTEM . CALIFORNIA STATE PEACE OFFICERS' TRAINING SERIES 77.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. JUNIOR COLL. SERVICES
CALIFORNIA STATE DEPT. OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($1.15).
PUB DATE - 67 81P.

DESCRIPTORS - *STATE POLICE; COURT ROLE; *COURTS; *REFERENCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; COURT LITIGATION; LAW ENFORCEMENT
IDENTIFIERS - *CALIFORNIA

ABSTRACT - ONE OF THE MOST IMPORTANT AREAS IN THE CALIFORNIA PEACE OFFICERS' TRAINING PROGRAM INVOLVES THE ORGANIZATION AND FUNCTION OF THE JUDICIAL SYSTEM. INFORMATION CONTAINED IN THIS PUBLICATION WAS OBTAINED FROM JUDGES AND JUSTICES OF THE COURTS, VARIOUS LIBRARIES, STATE SENATE REPORTS, STATE SENATE AND ASSEMBLY JOURNALS, JUDICIAL COUNCIL REPORTS, STATE SUPREME COURT REPORTS, UNITED STATES SUPREME COURT REPORTS, AND VARIOUS OTHER SOURCES. THE BOOK BEGINS WITH A BRIEF HISTORY OF THE CALIFORNIA STATE CONSTITUTION, AND THEN PROCEEDS TO A STUDY OF THE JUDICIAL SYSTEM--THE STATE SUPREME COURT, JUDICIAL COUNCIL, STATE SENATE, SUPERIOR COURTS, MUNICIPAL COURTS, AND JUSTICE COURTS. THIS IS FOLLOWED BY A REVIEW OF THE MAJOR STATE AND CITY HEARING BOARDS, JURIES, AND OTHER COURT MATTERS. (PS)

VT 004 844 ED 017 725
BROCKING, WALTER J.
PRETECHNICAL POST HIGH SCHOOL PROGRAMS, A SUGGESTED GUIDE . TECHNICAL EDUCATION PROGRAM SERIES NO. 12.

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DESCRIPTORS - *PROGRAM GUIDES; TECHNICAL EDUCATION; CURRICULUM GUIDES; POST SECONDARY EDUCATION; *PRETECHNOLOGY PROGRAMS; *REMEDIAL PROGRAMS; EDUCATIONAL FACILITIES; PROGRAM PLANNING

ABSTRACT - THE PROGRAM GUIDE IS FOR SCHOOL ADMINISTRATOR, ADVISORY COMMITTEE, SUPERVISOR, AND TEACHER USE IN PLANNING AND DEVELOPING REMEDIAL POST-HIGH SCHOOL PRETECHNICAL PROGRAMS. THE BASIC MATERIALS WERE PREPARED BY THE STATE UNIVERSITY OF NEW YORK AGRICULTURAL AND TECHNICAL COLLEGE, AND THE GUIDE WAS DEVELOPED BY TECHNICAL EDUCATION SPECIALISTS IN THE OCCUPATIONS SECTION OF THE STATE VOCATIONAL SERVICES BRANCH, DIVISION OF VOCATIONAL AND TECHNICAL EDUCATION, U.S. OFFICE OF EDUCATION. THE PURPOSE OF THE PROGRAM IS TO OFFER AN OPPORTUNITY TO POST-HIGH SCHOOL STUDENTS TO OVERCOME THEIR SCHOLASTIC DEFICIENCIES AND TO MEET THE REQUIREMENTS FOR ENTERING A TECHNICAL PROGRAM. PROGRAM PLANS ARE GIVEN FOR STUDENTS WHO REQUIRE ALL REQUISITE SUBJECTS TO ENTER EITHER A PHYSICAL SCIENCE

AND RELATED ENGINEERING TECHNOLOGY OR A BIOLOGICAL SCIENCE BASED TECHNOLOGY, FOR STUDENTS WHO LACK ONLY MATHEMATICS OR SCIENCE PREPARATION, AND FOR STUDENTS WHO LACK ONLY PHYSICS OR CHEMISTRY. THESE PROGRAMS ARE DESIGNED FOR TWO SEMESTERS OF FULL-TIME STUDY. AN EXAMPLE OF AN ACCELERATED ONE-SEMESTER PRETECHNICAL PROGRAM IS INCLUDED. COURSE OUTLINES ARE GIVEN FOR (1) STUDY SKILLS, (2) PREPARATORY COMMUNICATIONS SKILLS I AND II, (3) PREPARATORY MATHEMATICS I AND II, (4) PREPARATORY PHYSICS I AND II, (5) PREPARATORY CHEMISTRY I AND II, AND (6) PREPARATORY BIOLOGICAL SCIENCE. EACH OUTLINE GIVES THE REQUIRED CLASS AND LABORATORY HOURS, A COURSE DESCRIPTION, MAJOR COURSE DIVISIONS, A SUBJECT MATTER OUTLINE, AND A LIST OF TEXTS AND REFERENCES. IN ADDITION, THE MANUAL PROVIDES INFORMATION ON PREREQUISITES FOR TECHNICAL CURRICULUMS, THE NEED FOR PRETECHNICAL PROGRAMS, SPECIAL ADMINISTRATIVE CONSIDERATIONS, AND PHYSICAL FACILITIES AND THEIR COST. THE APPENDIX INCLUDES EXAMPLES OF LABORATORY EXERCISES IN PREPARATORY CHEMISTRY AND PREPARATORY BIOLOGICAL SCIENCE, AND A LIST OF AUDIOVISUAL MATERIALS AND REFERENCES. THIS DOCUMENT IS AVAILABLE AS FS 5.280--80049 FOR 45 CENTS FROM SUPERINTENDENT OF DOCUMENTS,

VT 004 945
COCKRUM, JIM
SUPERVISED STUDY GUIDE IN WELDING .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($5.45).
PUB DATE - NOV67 131P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *WELDING; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION

ABSTRACT - THIS SUPERVISED STUDY GUIDE WAS DEVELOPED BY A WELDING INSTRUCTOR, A TRAINING SPECIALIST, AND AN ADVISORY COMMITTEE FOR USE BY STUDENTS PREPARING FOR ENTRY JOBS AS WELDING ASSISTANTS. THE 31 ASSIGNMENT SHEETS ARE KEYED TO "WELDING SKILLS AND PRACTICES" BY GIACHINO, WEEKS, AND BRUNE, SECOND AND THIRD EDITIONS. EACH ASSIGNMENT SHEET GIVES OBJECTIVES, INTRODUCTORY INFORMATION, REFERENCES, AND QUESTIONS. MAJOR CONTENT UNITS ARE (1) SAFETY AND PRECAUTIONS FOR THE WELDER, (2) METAL PROPERTIES AND IDENTIFICATION, (3) OXYACETYLENE EQUIPMENT AND SUPPLIES, (4) OXYACETYLENE WELDING, (5) OXYACETYLENE BRAZING AND BRAZE WELDING, (6) OXYACETYLENE CUTTING, (7) ALTERNATING CURRENT ARC WELDING EQUIPMENT AND SUPPLIES, (8) ALTERNATING CURRENT ARC WELDING, (9) DIRECT CURRENT ARC WELDING EQUIPMENT AND SUPPLIES, (10) DIRECT CURRENT ARC WELDING, (11) SPECIAL WELDING PROCESSES AND APPLICATIONS, (12) WELDING SYMBOLS USED ON DRAWINGS, (13) GAS SHIELDED ARC WELDING, AND (14) WELDING SHOP EQUIPMENT. THE COURSE WAS DESIGNED FOR 360 HOURS OF INSTRUCTION UNDER A QUALIFIED VOCATIONAL COORDINATOR FOR EMPLOYED JUNIOR OR SENIOR HIGH SCHOOL OR TECHNICAL INSTITUTE STUDENTS. A BRIEF REFERENCE LIST AND A JOB AND CLASS PROGRESS RECORD FORM ARE INCLUDED. (EM)

VT 005 137
ELECTRICAL WIRING. PART 1, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 63 174P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE WAS PLANNED BY STATE EDUCATIONAL ADVISORY COMMITTEES FOR USE BY ELECTRICAL WIREMEN APPRENTICES IN THE RELATED TECHNICAL PHASE OF THEIR TRAINING. MAJOR UNITS ARE (1) THE APPRENTICE ELECTRICAL WIREMAN, (2) SAFE PRACTICES FOR THE WIREMAN, (3) INTRODUCTION TO ELECTRICITY, (4) TOOLS, EQUIPMENT, AND MATERIALS, (5) WORKMEN'S LEGAL RIGHTS AND BENEFITS, AND (6) MATHEMATICS REVIEW. EACH OF THE 43 TOPICS IN THESE UNITS PROVIDES RELATED INFORMATION OR A TEXT ASSIGNMENT AND QUESTIONS COVERING THIS INFORMATION. THIS MATERIAL IS DESIGNED FOR 144 HOURS OF INSTRUCTION BY A QUALIFIED JOURNEYMAN. THE STUDENT SHOULD BE AN INDENTURED ELECTRICAL APPRENTICE. ILLUSTRATIONS ARE PHOTOGRAPHS OR LINE DRAWINGS. A BIBLIOGRAPHY LISTS FOUR TEXTBOOKS AND NINE CLASSROOM REFERENCES. RELATED STUDY GUIDES ARE VT 005 138, VT 005 139, AND VT 005 140. (EM)

VT 005 138
ELECTRICAL WIRING. PART 2, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 64 173P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE WAS PLANNED BY STATE EDUCATIONAL ADVISORY COMMITTEES FOR USE BY ELECTRICIAN APPRENTICES IN THE RELATED TECHNICAL PHASE OF THEIR TRAINING. MAJOR UNITS ARE (1) D-C ELECTRICITY AND APPARATUS, (2) BLUEPRINT READING AND SPECIFICATIONS, (3) FUNDAMENTALS OF A-C ELECTRICITY, (4) SPECIALIZED TOOLS AND EQUIPMENT, AND (5) THE CONSTRUCTION INDUSTRY AND ATOMIC ENERGY. EACH OF THE 31 TOPICS IN THESE UNITS PROVIDES RELATED INFORMATION OR A TEXT ASSIGNMENT AND QUESTIONS COVERING THIS INFORMATION. THIS MATERIAL IS DESIGNED FOR 144 HOURS OF INSTRUCTION BY A QUALIFIED JOURNEYMAN. THE STUDENT SHOULD BE AN INDENTURED ELECTRICIAN APPRENTICE. ILLUSTRATIONS ARE PHOTOGRAPHS, LINE DRAWINGS, OR ARCHITECTURAL PLANS. A BIBLIOGRAPHY LISTS BOOKS RECOMMENDED FOR EACH APPRENTICE AND FOR THE CLASSROOM LIBRARY.

RELATED STUDY GUIDES ARE VT 005 137, VT 005 139, AND VT 005 140. (EM)

VT 005 139
THYBERG, BRUCE, AND OTHERS
ELECTRICAL WIRING. PART 3, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA
STATE DEPARTMENT OF EDUCATION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 65 166P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE WAS PLANNED BY STATE EDUCATIONAL ADVISORY COMMITTEES FOR USE BY ELECTRICIAN APPRENTICES IN THE RELATED TECHNICAL PHASE OF THEIR TRAINING. MAJOR UNITS ARE (1) GENERAL WIRING METHODS, (2) RESIDENTIAL WIRING METHODS, (3) COMMERCIAL WIRING METHODS, (4) INDUSTRIAL WIRING METHODS, AND (5) LIGHTING. EACH OF THE 41 TOPICS IN THESE UNITS PROVIDES RELATED INFORMATION OR A TEXT ASSIGNMENT AND QUESTIONS COVERING THIS INFORMATION. THIS MATERIAL IS DESIGNED FOR 144 HOURS OF INSTRUCTION BY A QUALIFIED JOURNEYMAN. THE STUDENT SHOULD BE AN INDENTURED ELECTRICIAN APPRENTICE. ILLUSTRATIONS ARE PHOTOGRAPHS OR LINE DRAWINGS. THE BIBLIOGRAPHY CONTAINS SIX TEXTBOOKS AND THREE REFERENCES. RELATED STUDY GUIDES ARE VT 005 137, VT 005 138, AND VT 005 140. (EM)

VT 005 140
ALERICH, WALTER N.
ELECTRICAL WIRING. PART 4, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA
STATE DEPARTMENT OF EDUCATION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 65 115P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE WAS PLANNED BY STATE EDUCATIONAL ADVISORY COMMITTEES FOR USE BY ELECTRICIAN APPRENTICES IN THE RELATED TECHNICAL PHASE OF THEIR TRAINING. MAJOR UNITS ARE (1) A-C APPARATUS, (2) MANUAL AND ELECTROMAGNETIC CONTROLLERS, (3) TRANSFORMERS, AND (4) BASIC INDUSTRIAL ELECTRONICS. EACH OF THE 34 TOPICS IN THESE UNITS PROVIDES RELATED INFORMATION OR A TEXT ASSIGNMENT AND QUESTIONS COVERING THIS INFORMATION. THIS MATERIAL IS DESIGNED FOR 144 HOURS OF INSTRUCTION BY A QUALIFIED JOURNEYMAN. THE STUDENT SHOULD BE AN INDENTURED ELECTRICIAN APPRENTICE. ILLUSTRATIONS ARE PHOTOGRAPHS OR LINE DRAWINGS. THE BIBLIOGRAPHY LISTS SIX TEXTS AND ONE REFERENCE. RELATED STUDY GUIDES ARE VT 005 137, VT 005 138, AND VT 005 139. (EM)

VT 005 141
MEATCUTTING. PART 1, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA
STATE DEPARTMENT OF EDUCATION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814 ($2.25).
PUB DATE - 63 149P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MEAT CUTTERS; *MEAT; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS LABORATORY WITH ASSISTANCE FROM LOCAL INSTRUCTORS AND AN ADVISORY COMMITTEE FOR USE IN THE RELATED INSTRUCTION PORTION OF THE APPRENTICE MEATCUTTER TRAINING PROGRAM. MAJOR UNITS ARE (1) THE APPRENTICE MEATCUTTER, (2) MATHEMATICS, (3) MEATCUTTING TOOLS AND EQUIPMENT, (4) MEAT FROM FARM TO TABLE, (5) CLASSES AND INSPECTION OF MEAT, AND (6) MEAT SALESMANSHIP. EACH OF THE 33 TOPICS IN THE UNITS PROVIDES RELATED INFORMATION OR A TEXT ASSIGNMENT AND STUDY QUESTIONS. THIS MATERIAL IS FOR USE BY INDENTURED APPRENTICES IN 144 HOURS OF INSTRUCTION UNDER A QUALIFIED JOURNEYMAN. ILLUSTRATIONS ARE PHOTOGRAPHS AND LINE DRAWINGS. A GLOSSARY, A BIBLIOGRAPHY OF THREE TEXTBOOKS AND NINE REFERENCES, AND ANSWERS TO THE MATHEMATICS UNIT QUESTIONS ARE INCLUDED. (SEE ALSO VT 005 142). (EM)

VT 005 142
MEATCUTTING. PART 2, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA
STATE DEPARTMENT OF EDUCATION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814 ($2.25).
PUB DATE - 64 129P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MEAT CUTTERS; *MEAT; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE WAS PLANNED BY A STATE ADVISORY COMMITTEE FOR USE IN THE RELATED INSTRUCTION PORTION OF THE APPRENTICE MEATCUTTER TRAINING PROGRAM. MAJOR UNITS ARE (1) BREAKING AND CUTTING MEAT, (2) MEAT PACKAGING AND HANDLING, (3) MARKET OPERATION, AND (4) WORKMEN'S LEGAL RIGHTS AND BENEFITS. EACH OF THE 23 TOPICS IN THESE UNITS GIVES RELATED INFORMATION OR A TEXT ASSIGNMENT AND STUDY QUESTIONS. THE MATERIAL IS FOR USE BY INDENTURED APPRENTICES IN 144 HOURS OF INSTRUCTION UNDER A QUALIFIED JOURNEYMAN. ILLUSTRATIONS ARE PHOTOGRAPHS AND LINE DRAWINGS. A BIBLIOGRAPHY LISTS THREE TEXTBOOKS AND FOUR REFERENCES. (SEE ALSO VT 005 141). (EM)

VT 005 177
KIRAY, LESLIE M.; BAXEL, GEORGE H.
STRUCTURAL DRAWING MANUAL .

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
RUTGERS, THE STATE UNIV., NEW BRUNSWICK.

CURRICULUM LAB.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - JUL68 193P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CRAFTSMEN; BUILDING DESIGN; *STRUCTURAL BUILDING SYSTEMS; POST SECONDARY EDUCATION; TECHNICAL EDUCATION

ABSTRACT - THIS GUIDE IS FOR STUDENT USE IN BEGINNING AND ADVANCED ARCHITECTURAL DRAFTING COURSES FOR STRUCTURAL CRAFTSMEN IN SECONDARY OR TECHNICAL SCHOOLS. IT WAS DEVELOPED BY AN INDIVIDUAL TO EXEMPLIFY CURRENT STRUCTURAL PRACTICE IN DOMESTIC STRUCTURAL DESIGN AND BUILDING LAYOUT. CHAPTERS COVER (1) FOUNDATION CONSTRUCTION, (2) STRUCTURAL STEEL COLUMNS AND WALLS, (3) STEEL BEAMS AND TRUSSES, AND (4) ROOFING MATERIALS AND CONSTRUCTION. EACH OF THE 18 UNITS PROVIDES DESCRIPTIVE AND TECHNICAL DATA, ILLUSTRATIONS, AND REVIEW QUESTIONS. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 1 YEAR. THE DOCUMENT IS PRINTED WITH LINE DRAWINGS, PHOTOGRAPHS, AND SPECIFICATION TABLES AND INCLUDES A BIBLIOGRAPHY OF EIGHT RELATED REFERENCES. THIS GUIDE SHOULD BE USED WITH THE "MANUAL OF STEEL CONSTRUCTION" (6TH EDITION) BY THE AMERICAN INSTITUTE OF STEEL CONSTRUCTION, WHICH PROVIDES OTHER ESSENTIAL DATA. (EM)

VT 005 180
BRYSON, ROBERT, AND OTHERS
COURSE IN CABINETMAKING AND MILLWORK, A WORKBOOK FOR APPRENTICES. PART 1 .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 62 123P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CABINETMAKERS; CABINETMAKING; *APPRENTICESHIPS

ABSTRACT - THIS GUIDE IS FOR STUDENT USE IN STUDYING RELATED TECHNICAL INFORMATION IN THE FIRST YEAR OF THE CABINETMAKER APPRENTICE TRAINING PROGRAM. THE MATERIAL WAS PLANNED, DEVELOPED, AND REVISED IN COOPERATION WITH THE STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE CABINETMAKING AND MILLWORK TRADE. UNITS OF INSTRUCTION ARE (1) THE APPRENTICE CABINETMAKER AND HIS TRADE, (2) MATHEMATICS--ARITHMETIC, (3) MATERIALS, (4) HAND TOOLS, (5) POWER TOOLS, (6) JOINTS, AND (7) ELEMENTARY BLUEPRINT READING. EACH UNIT IS DIVIDED INTO STUDY TOPICS WHICH CONTAIN AN INTRODUCTION, RELATED INFORMATION, AN ASSIGNMENT FROM REFERENCE MATERIALS, AND A SET OF CHECKUP QUESTIONS FOR STUDENT SELF-EVALUATION. A RECORD OF STUDENT PROGRESS MAY BE KEPT IN THE STUDY GUIDE INDEX. PHOTOGRAPHIC AND LINE-DRAWING ILLUSTRATIONS ARE INCLUDED. THE STUDY OF THIS 144-HOUR COURSE BY INDENTURED APPRENTICES ON A GROUP OR INDIVIDUAL BASIS IS TO BE DIRECTED BY A QUALIFIED JOURNEYMAN OF THE TRADE. A LIST OF SUPPLEMENTARY INSTRUCTIONAL MATERIALS INCLUDES EIGHT BOOKS AND BOOKLETS RECOMMENDED FOR EACH APPRENTICE AND 12 BOOKS AND LEAFLETS RECOMMENDED FOR THE CLASSROOM LIBRARY. TESTBOOKS AND FINAL EXAMINATIONS FOR THE COURSE ARE AVAILABLE TO THE INSTRUCTOR. "CABINETMAKING AND MILLWORK," PART 2 (VT 002 991) AND PART 3 (VT 002 785) ARE ALSO AVAILABLE. (HC)

VT 005 181
BIEBESHEIMER, HOWARD, AND OTHERS
MACHINE SHOP. PART 1, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 64 166P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN THE RELATED TECHNICAL PHASE OF THE FIRST YEAR OF MACHINIST APPRENTICE TRAINING PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE EDUCATIONAL ADVISORY COMMITTEE OF LABOR AND MANAGEMENT REPRESENTATIVES. THE UNITS ARE (1) THE APPRENTICE MACHINIST AND HIS TRADE, (2) MATHEMATICS AS APPLIED TO THE MACHINIST TRADE, (3) BLUEPRINT READING, SKETCHING, AND DRAWING, (4) BENCHWORK, AND (5) DRILL PRESS WORK. TOPICS WITHIN EACH UNIT PROVIDE REFERENCES, AN INTRODUCTION, RELATED INFORMATION, AND CHECKUP QUESTIONS. EXAMINATIONS FROM THE COURSE TESTBOOK ARE TO BE GIVEN AFTER EACH TOPIC AND EACH UNIT ARE COMPLETED. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 144 HOURS OR 1 YEAR. THE TEACHER MUST BE A QUALIFIED JOURNEYMAN FROM THE TRADE, AND THE STUDENTS MUST BE INDENTURED APPRENTICES. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. LISTS OF RECOMMENDED BOOKS FOR EACH APPRENTICE, CLASSROOM LIBRARY BOOKS, SLIDEFILMS, AND MOTION PICTURE FILMS ARE INCLUDED. "MACHINE SHOP PART 2, WORKBOOK" IS AVAILABLE AS VT 005 182. (HC)

VT 005 182
ERICKSON, W.A.
MACHINE SHOP. PART 2, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.25).
PUB DATE - 67 129P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *APPRENTICESHIPS

ABSTRACT - THIS SECOND-YEAR STUDY GUIDE IS FOR STUDENT USE IN THE RELATED TECHNICAL PHASE OF MACHINIST APPRENTICE TRAINING PROGRAMS. IT WAS DEVELOPED BY A STATEWIDE EDUCATIONAL ADVISORY COMMITTEE OF LABOR AND

MANAGEMENT REPRESENTATIVES. THE UNITS ARE (1) SHOP MATHEMATICS, (2) BLUEPRINT READING, SKETCHING, AND DRAWING, (3) SHAPER WORK AND VERTICAL MILL APPLICATIONS, (4) LATHE WORK, AND (5) MATERIALS AND MACHINING PRACTICES. TOPICS WITHIN EACH UNIT PROVIDE THE ASSIGNMENT, STUDY QUESTIONS, AND, IN SOME CASES, PROBLEMS. EXAMINATIONS FROM THE COURSE TESTBOOK ARE TO BE GIVEN AFTER EACH TOPIC AND EACH UNIT ARE COMPLETED. THE MATERIAL IS TO BE USED BY INDIVIDUAL STUDENTS UNDER TEACHER SUPERVISION FOR 144 HOURS OR 1 YEAR. THE TEACHER MUST BE A QUALIFIED JOURNEYMAN FROM THE TRADE, AND THE STUDENTS MUST BE INDENTURED APPRENTICES. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. LISTS OF REQUIRED BOOKS FOR EACH APPRENTICE, RECOMMENDED CLASSROOM LIBRARY BOOKS, SLIDEFILMS, AND MOTION PICTURE FILMS ARE INCLUDED. SEE ALSO VT 005 181. (HC)

VT 005 259
ENDERBY, DAVID R.
SUPERVISED STUDY GUIDE FOR BUILDING MAINTENANCE MAN .

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($5.35 INCLUDES UNIT TESTS).
PUB DATE - AUG67 168P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BUILDING MAINTENANCE MEN; GRADE 11; GRADE 12; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND AN ADVISORY COMMITTEE FOR USE BY STUDENTS IN COOPERATIVE EDUCATION PROGRAMS FOR BUILDING MAINTENANCE MEN. MAJOR UNITS ARE (1) SAFETY, (2) MATHEMATICS, (3) CONSTRUCTION DETAILS, (4) LAYOUT, (5) HAND TOOLS, (6) POWER TOOLS, (7) ABRASIVES, (8) FASTENERS, (9) MATERIALS AND MATERIALS HANDLING, (10) INTERIOR MAINTENANCE, (11) EXTERIOR MAINTENANCE, (12) PAINTS AND FINISHES, (13) ELECTRICAL MAINTENANCE, AND (14) MECHANICAL MAINTENANCE. ASSIGNMENT SHEETS FOR EACH OF THE 75 LESSONS PROVIDE AN OBJECTIVE, INTRODUCTORY INFORMATION, REFERENCES, AND STUDY QUESTIONS. THE MATERIAL WAS PLANNED FOR 360 HOURS OF DIRECTED STUDY FOR PART-TIME SECONDARY OR POST-SECONDARY STUDENTS. THE TEACHER SHOULD BE A QUALIFIED TEACHER-COORDINATOR. A JOB AND CLASS PROGRESS RECORD AND INFORMATION SHEETS ARE INCLUDED. VT 005 257 CONTAINS UNIT TESTS AND VT 005 258 CONTAINS ANSWERS TO ASSIGNMENTS IN THIS GUIDE AND TO THE UNIT TESTS. (EM)

VT 005 459
GILSDORF, JOHN R., AND OTHERS
THE MECHANICAL DESIGN TECHNOLOGY COURSE IN THE MADISON VOCATIONAL, TECHNICAL, AND ADULT SCHOOLS , MADISON, WISCONSIN, 1965.

MADISON VOCATIONAL, TECHNICAL, AND ADULT SCHOOLS, WIS.
PUB DATE - 65 178P.

DESCRIPTORS - *CURRICULUM GUIDES; CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION; *MECHANICAL DESIGN TECHNICIANS; TECHNICAL EDUCATION

ABSTRACT - THIS GUIDE IS FOR ADMINISTRATOR USE IN PLANNING A CURRICULUM FOR AN ASSOCIATE DEGREE TECHNICAL EDUCATION PROGRAM IN MECHANICAL DESIGN TECHNOLOGY IN A COMMUNITY COLLEGE OR TECHNICAL INSTITUTE. IT WAS DEVELOPED BY TEACHERS AND AN ADVISORY COMMITTEE OF THE MADISON VOCATIONAL, TECHNICAL AND ADULT SCHOOLS AND HAS BEEN TESTED OVER A 3-YEAR PERIOD AND REEVALUATED BY THE WISCONSIN BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, THE AMERICAN INSTITUTE OF DESIGN AND DRAFTING, AND THE NORTH CENTRAL ACCREDITING ASSOCIATION. THE PURPOSE OF THE PROGRAM IS TO PREPARE STUDENTS FOR EMPLOYMENT AS TECHNICIANS IN DESIGN, DRAFTING, AND INDUSTRIAL TECHNOLOGY. FIRST YEAR COURSES ARE COMMUNICATION SKILL, TECHNICAL MATHEMATICS, MATHEMATICS, TECHNICAL SCIENCE, TECHNICAL DRAWING, AMERICAN INSTITUTIONS, MACHINE SHOP OPERATIONS, INDUSTRIAL SAFETY, DRAFTING, HUMAN RELATIONS, MECHANICS AND WELDING. SECOND YEAR COURSES ARE MATHEMATICS, DRAFTING, TOOL AND DIE DESIGN, STRENGTH OF MATERIALS, GEOMETRY, METALLURGY, MANUFACTURING PROCESSES AND MATERIALS, MACHINE DESIGN, HYDRAULICS, AND INDUSTRIAL ELECTRONICS. ELECTIVE COURSES ARE OPTICAL TOOLING, GRAPHIC REPRODUCTION, SHEET METAL DRAFTING, BASIC FOUNDRY PRACTICES, ELECTRICITY, AND RECORD KEEPING. THE COURSES ARE OUTLINED INTO UNITS AND SUBTOPICS AND INCLUDE REFERENCES, TEXTS, LABORATORY AND CLASSROOM HOURS, AND OBJECTIVES. THE PROGRAM IS DESIGNED FOR 2 SCHOOL YEARS OF 37 WEEKS EACH WITH 28 TO 32 CLASS ATTENDANCE HOURS PER WEEK. THE TEACHERS MUST BE QUALIFIED AND CERTIFIED IN THE VARIOUS CURRICULUM AREAS. THE STUDENTS MUST BE HIGH SCHOOL GRADUATES OR EQUIVALENT WITH A MATHEMATICS OR SCIENCE BACKGROUND. (HC)

VT 005 488
ROBERTSON, VON H.
SUGGESTED COURSE OUTLINE FOR VOCATIONAL AUTOMOTIVE MECHANICS .

NEW MEXICO STATE DEPT. OF VOCATIONAL EDUCATION, SANTA FE. TRADE AND INDUSTRIAL DIV.
PUB DATE - ND 94P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); HIGH SCHOOLS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING OR IMPROVING A 1,080 HOUR HIGH SCHOOL COURSE FOR AUTO MECHANICS. IT WAS DEVELOPED BY AN INSTRUCTOR WITH THE OF TEACHER EDUCATORS. FOURTEEN LESSON PLANS, 14 JOB SHEETS, SIX ASSIGNMENT SHEETS, FOUR OPERATION SHEETS, TWO INFORMATION SHEETS, AND ONE TEST COVER PORTIONS OF THE TOPICAL OUTLINES OF THE TWO YEAR COURSE. THE TEACHER SHOULD HAVE TRADE EXPERIENCE. SUPPLEMENTARY MATERIALS INCLUDE A PARALLEL LIST OF SHOP ASSIGNMENTS AND RELATED INSTRUCTION TOPICS, STEPS IN DEVELOPING A COURSE OF STUDY, A

PROGRESS CHART, A TEXT AND REFERENCE BIBLIOGRAPHY, A SOURCE LIST OF AUDIO VISUAL AIDS, AND A LIST OF TOOLS AND EQUIPMENT. (EM)

VT 005 489
ROBERTSON, VON H.
SUGGESTED COURSE OUTLINE FOR VOCATIONAL PRINTING .

NEW MEXICO STATE DEPT. OF VOCATIONAL EDUCATION, SANTA FE. TRADE AND INDUSTRIAL DIV.
PUB DATE - ND 225P.

DESCRIPTORS - *TEACHING GUIDES; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PRINTING; HIGH SCHOOLS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING A COURSE IN VOCATIONAL PRINTING AT THE HIGH SCHOOL LEVEL. ITS CONTENTS INCLUDE: (1) COURSE OBJECTIVES, (2) COURSE OUTLINES, (3) 49 ASSIGNMENT SHEETS, (4) 37 OPERATION SHEETS, (5) 16 LESSON PLANS, (6) SEVEN INFORMATION SHEETS, (7) FIVE JOB SHEETS, AND (8) THREE TESTS. IT WAS DESIGNED FOR A ONE OR TWO YEAR COURSE INVOLVING 360 TO 540 HOURS. THE TEACHER SHOULD HAVE TRADE EXPERIENCE. STUDENTS SHOULD HAVE HAD ELEMENTARY TYPING, ENGLISH, MATHEMATICS, AND GRAPHIC ARTS. SUPPLEMENTARY MATERIALS INCLUDE A PROGRESS CHART, A TEXT AND REFERENCE BIBLIOGRAPHY, A SOURCE LIST OF AUDIO VISUAL AIDS, AND AN EQUIPMENT AND SUPPLY LIST. (EM)

VT 005 506
WYKES, MURRAY L.
NATIONAL ELECTRICAL CODE STUDY. ASSIGNMENT BOOK .

TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($1.40).
PUB DATE - OCT61 102P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICITY; ADULT VOCATIONAL EDUCATION; *INDIVIDUAL INSTRUCTION

ABSTRACT - THIS GUIDE IS FOR INDIVIDUAL STUDENT USE IN THE STUDY OF THE NATIONAL ELECTRIC CODE (NEC). IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS. THE COURSE OBJECTIVE IS TO DEVELOP AN UNDERSTANDING OF THE NATIONAL ELECTRIC CODE BY APPLYING IT IN ACTUAL ELECTRICAL WORK. THE 28 LESSONS COVERING VARIOUS REQUIREMENTS OF THE NEC AND THE USE OF THESE REQUIREMENTS IN THE EVERYDAY WORK OF THE ELECTRICIANS INCLUDE (1) CONDUIT WIRING, (2) OVERCURRENT PROTECTION, (3) CODE ON GARAGES, (4) HAZARDOUS LOCATIONS, AND (5) JOB ESTIMATE AND WORK SHEET LAYOUT. EACH LESSON ASSIGNMENT SHEET GIVES THE LESSON SUBJECT, PURPOSE, INTRODUCTORY INFORMATION, REFERENCES, DIRECTIONS, AND QUESTIONS. QUESTIONS AND PROBLEMS WHICH PRESENT THE MOST DIFFICULTY IN EACH LESSON ARE TO BE USED TO FORM A COMPREHENSIVE COURSE EXAMINATION. THERE ARE FOUR REQUIRED BOOKS AND ONE RECOMMENDED REFERENCE BOOK FOR THE COURSE. THE SUGGESTED TIME ALLOTMENT IS 40 CLASSROOM HOURS. THE TEACHER SHOULD BE A JOURNEYMAN ELECTRICIAN, AND THE STUDENTS WILL USUALLY BE APPRENTICE AND JOURNEYMAN ELECTRICIANS EMPLOYED IN THE TRADE. THE INSTRUCTOR'S GUIDE (VT 005 505) GIVES THE ANSWERS TO THE STUDY GUIDE QUESTIONS. (HC)

VT 005 507 ED 021 065
SUTTON, MACK C.
ELECTRICAL AND ELECTRONIC INDUSTRIAL CONTROL, COMPUTERIZED CONTROL SERIES, LOGICAL FUNDAMENTALS OF DIGITAL COMPUTERS. UNIT LOAL.

TEXAS UNIV., AUSTIN. DEPT. OF INDUSTRIAL EDUCATION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($7.00).
PUB DATE - NOV67 343P.

DESCRIPTORS - *PROGRAMED TEXTS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *DIGITAL COMPUTERS; PROGRAMED INSTRUCTION

ABSTRACT - THIS SELF-INSTRUCTIONAL PROGRAMED TEXT IS FOR STUDENT USE IN STUDYING THE ELECTRONIC DIGITAL COMPUTER CONTROL SYSTEM. IT WAS DEVELOPED BY AN INSTRUCTIONAL MATERIALS SPECIALIST AND ADVISERS AND TESTED THROUGH STUDENT USE. THE CONTENT OBJECTIVES ARE TO ESTABLISH CONCEPTS AND UNDERSTANDING OF DIGITAL COMPUTER TECHNIQUES, CONTROL ELEMENTS, STATIC AND DYNAMIC INFORMATION STORAGE SYSTEMS, AND PARALLEL ARITHMETIC UNITS. THE UNITS ARE--(1) THE ARITHMETIC AND LOGIC OF DIGITAL COMPUTERS, (2) LOGICAL FUNDAMENTALS OF THE CONTROL ELEMENTS, (3) BINARY INFORMATION STORAGE SYSTEMS, AND (4) THE PARALLEL ARITHMETIC UNIT. THE FIRST SHEET OF EACH SECTION LISTS THE SUBJECTS, STATES THE OBJECTIVES, AND DIRECTS THE STUDENT IN USING THE MATERIAL IN THAT SECTION. EXERCISES ARE GIVEN UNDER EACH SUBJECT HEADING, AND ANSWERS TO THE EXERCISES ARE LOCATED AT THE END OF EACH SECTION. ALTHOUGH THE SELF-CONTAINED TEXT IS DESIGNED AS SELF-INSTRUCTIONAL PROGRAMED MATERIAL FOR STUDENT USE FOR AN INDEFINITE PERIOD, IT CAN BE ADPATED FOR CLASSROOM USE BY SUPPLEMENTING IT WITH ADDITIONAL QUESTIONS, TESTS, AND DEMONSTRATIONS. THE STUDENTS SHOULD BE ELECTRICAL-ELECTRONIC TECHNICIANS IN INDUSTRY AND HAVE AN UNDERSTANDING OF ELECTRICAL AND MAGNETIC FUNDAMENTALS. LINE DRAWING ILLUSTRATIONS AND FOLD-OUT PANEL DIAGRAMS ARE INCLUDED. THIS UNIT IS PART OF A SERIES DEVELOPED FOR AN ELECTRICAL-ELECTRONIC PROGRAM. ASSIGNMENTS AND INSTRUCTOR'S GUIDES FOR THE OTHER UNITS ARE VT 000 284-VT 000 287, AND VT 000 308-VT 000 321. THIS DOCUMENT IS AVAILABLE FOR $7.00 FROM INDUSTRIAL EDUCATION DEPARTMENT, DIVISION OF EXTENSION, THE UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712. (HC)

VT 005 509
COURSE IN CARPENTRY. VOLUME I .

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA
STATE DEPARTMENT OF EDUCATION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814 ($3.00).
PUB DATE - 68 299P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; ADULT VOCATIONAL EDUCATION; *APPRENTICESHIPS

ABSTRACT - THIS STUDY GUIDE WAS DEVELOPED FOR USE BY CLASSES OR INDIVIDUAL CARPENTRY APPRENTICES. IT CONTAINS 47 LESSONS UNDER THESE TOPICS: (1) THE APPRENTICE CARPENTER AND HIS TRADE, (2) CARPENTRY MATHEMATICS, (3) PRE-JOB PLANNING AND BLUEPRINT READING, (4) THE PLOT PLAN, AND (5) FOUNDATIONS AND FLOORS. EACH RELATED INSTRUCTION LESSON PROVIDES INTRODUCTORY INFORMATION, AN ASSIGNMENT, AND STUDY QUESTIONS. THE ASSIGNMENTS ARE MADE FROM 12 TEXTS, 6 OF WHICH THE INDIVIDUAL APPRENTICE SHOULD HAVE. THE OTHERS ARE NECESSARY CLASSROOM REFERENCES. THE GUIDE WAS DESIGNED FOR 144 HOURS OF INSTRUCTION CONDUCTED BY A QUALIFIED JOURNEYMAN. SUPPLEMENTARY MATERIALS INCLUDE 38 ARCHITECTURAL SCHEMATICS OR DETAIL DRAWINGS, A BLUEPRINT READING GUIDE AND A GLOSSARY OF ABBREVIATIONS USED ON ARCHITECTURAL DRAWINGS. (EM)

VT 005 541
GERISH, VERONICA M.; PONIATOWSKI, STEPHEN
THEORY OF BEAUTY CULTURE. VOLUME I .

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
RUTGERS STATE UNIV., NEW BRUNSWICK, N.J.
CURRICULUM LAB.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW
BRUNSWICK, NEW JERSEY, 08903 ($2.25).
PUB DATE - JAN68 313P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *COSMETOLOGISTS; *HYGIENE; HIGH SCHOOLS

ABSTRACT - STUDENTS IN A 2-YEAR VOCATIONAL HIGH SCHOOL COURSE PROVIDING TRAINING FOR AN OCCUPATION IN THE BEAUTY CULTURE INDUSTRY MAY USE THIS TEXT WHICH WAS DEVELOPED BY COSMETOLOGY INSTRUCTORS AND TESTED IN A COSMETOLOGY SHOP FOR 2 YEARS. THE INTRODUCTORY UNIT COVERS RULES AND REGULATIONS, PROFESSIONAL ETHICS, PERSONALITY AND HYGIENE, SAFETY AND TERMS. THE SECOND UNIT ON BACTERIOLOGY AND STERILIZATION DESCRIBES BACTERIAL TYPES, THEIR GROWTH, INFECTIONS, AND METHODS OF STERILIZATION. UNIT THREE CONTAINS INFORMATION ON THE NATURE OF HAIR, ITS ANALYSIS AND DISORDERS. NAILS, THEIR COMPOSITION AND STRUCTURE ARE DISCUSSED IN UNIT FOUR. THE SKIN, ITS FUNCTIONS, COMPOSITION AND DISORDERS, ARE THE CONSIDERATION OF UNIT FIVE. THE TWENTY UNIT COURSE ALSO CONSIDERS HUMAN ANATOMY AND PHYSIOLOGY, AND THE SKILLS USED IN SHOP WORK. THE DOCUMENT CONTAINS A GLOSSARY, BIBLIOGRAPHY, AND ACHIEVEMENT TESTS FOR ALL UNITS. THE CONTENTS ARE ILLUSTRATED WITH PHOTOGRAPHS AND DRAWINGS. (FP)

VT 005 554
INTRODUCTION TO FIREFIGHTING .

NORTH CAROLINA STATE BOARD OF EDUCATION,
RALEIGH. VOCATIONAL TECHNICAL DIV.
PUB DATE - APR67 10P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FIRE FIGHTERS; FIRE SCIENCE EDUCATION; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS COURSE OUTLINE IS FOR TEACHER USE IN COURSE PLANNING FIRE SERVICE INSTRUCTION IN NEW FIRE DEPARTMENTS WHERE FIREMEN MUST BE TRAINED AS QUICKLY AS POSSIBLE, AND IN DEPARTMENTS THAT HAVE BEEN ACTIVE NOT MORE THAN 2 YEARS AND HAVE HAD NO FORMAL TRAINING. IT WAS DEVELOPED BY A FIRE SERVICE CONSULTANT AND TESTED IN FIR SERVICE CLASSES. THE 16 UNITS PRESENT ESTIMATED HOURS AND SUBTOPICS FOR THE INSTRUCTOR'S PLANNING. REPRESENTATIVE UNITS ARE (1) FORCIBLE ENTRY PRACTICES, (2) FIRE STREAM PRACTICES, (3) VENTILATION PRACTICES, (4) PROTECTIVE BREATHING EQUIPMENT, (5) FIREFIGHTING PROCEDURES, AND (6) COURSE POSTMORTEM. THE SEQUENCE OF THE UNITS WITHIN THE 42 HOURS ALLOTTED FOR THE COURSE SHOULD BE ARRANGED ACCORDING TO THE NEEDS ESTABLISHED BY THE LOCAL FIRE CHIEF AND INSTRUCTOR. ALTHOUGH NO TEXTBOOKS ARE REQUIRED FOR THE COURSE, A LIST OF REFERENCES IS PROVIDED FOR THE INSTRUCTOR'S USE. THE TEACHER SHOULD BE EXPERIENCED IN FIRE SERVICE TRAINING, AND THE STUDENTS SHOULD BE EMPLOYED OR VOLUNTEER FIREFIGHTERS. (HC)

VT 005 579
HANDBOOK FOR SCHOOL BUS DRIVERS.

NEBRASKA STATE DEPT. OF EDUCATION, LINCOLN
PUB DATE - ND 38P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *BUS DRIVERS; *ADULT VOCATIONAL EDUCATION; TRAFFIC SAFETY; DRIVER EDUCATION; FIRST AID; EQUIPMENT UTILIZATION
IDENTIFIERS - NEBRASKA

ABSTRACT - THIS HANDBOOK IS FOR USE IN SCHOOL BUS DRIVER TRAINING COURSES BY TRANSPORTATION SUPERVISORS AND BUS DRIVERS IN THE STATE OF NEBRASKA. IT WAS PREPARED BY THE DIRECTOR OF SCHOOL TRANSPORTATION SERVICES AND WAS FIELD TESTED BEFORE PUBLICATION. THE MAIN PURPOSE IS TO RECOMMEND SAFE AND EFFICIENT PRACTICES WHICH ARE IN PART BASED UPON STATUTORY REQUIREMENTS AND IN PART ON ACCEPTABLE PRACTICE AND EXPERIENCE. UNIT HEADINGS ARE: (1) A SCHOOL BUS, (2) BUS DRIVER'S EXAMINATION, (3) SCHOOL BUS DRIVER QUALIFICATIONS, (4) EQUIPMENT REQUIREMENTS, (5) SAFE STOPS FOR LOADING AND UNLOADING CHILDREN, (6) RAILROAD CROSSINGS, (7) ADDITIONAL SCHOOL BUS REGULATIONS, (8) ACCIDENT PROCEDURES, (9) FIRST AID, (10) SPECIFIC RESPONSIBILITIES OF THE BUS DRIVER, AND (11) TIPS ON DRIVING. (EM)

VT 005 588
MENCONI, JOSEPH
AUTO MECHANICS. PART 3, WORKBOOK .

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($1.75).
PUB DATE - 63 78P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *MOTOR VEHICLES; AUTO MECHANICS; *APPRENTICESHIPS

ABSTRACT - THIS REVISED STUDY GUIDE IS FOR STUDENT USE IN STUDYING RELATED TECHNICAL INFORMATION IN THE AUTO MECHANICS APPRENTICESHIP TRAINING PROGRAM. IT WAS DEVELOPED BY A STATE EDUCATIONAL ADVISORY COMMITTEE CONSISTING OF REPRESENTATIVES FROM MANAGEMENT AND LABOR GROUPS. THE UNITS OF INSTRUCTION ARE (1) ENGINE PRINCIPLES, (2) CLEANING AND MEASURING, (3) CYLINDERS, (4) CRANKSHAFTS AND FLYWHEELS, (5) CONNECTING RODS, (6) PISTONS, PINS, AND RINGS, (7) VALVE MECHANISMS, (8) ENGINE LUBRICATION, (9) ENGINE COOLING, AND (10) DIESEL ENGINES. TOPIC ASSIGNMENT SHEETS WITHIN EACH UNIT PROVIDE AN ASSIGNMENT, INTRODUCTION, AND A CHECKUP FOR SELF EVALUATION. THE MATERIAL IS TO BE USED BY THE INDIVIDUAL APPRENTICE UNDER TEACHER DIRECTION FOR 144 HOURS. THE TEACHER SHOULD BE A QUALIFIED JOURNEYMAN FROM THE TRADE, AND THE STUDENTS MUST BE INDENTURED APPRENTICES EMPLOYED IN THE TRADE. THE DOCUMENT CONTAINS PHOTOGRAPHIC ILLUSTRATIONS. SUPPLEMENTARY MATERIALS INCLUDE A LIST OF FOUR RECOMMENDED TEXTBOOKS AND AN ASSIGNMENT RECORD AS A PART OF THE TABLE OF CONTENTS. TEXTBOOKS AND FINAL EXAMINATIONS FOR THE COURSE ARE AVAILABLE TO THE INSTRUCTOR. WORKBOOKS FOR "AUTO MECHANICS, PART I" (VT 002 761) AND "AUTO MECHANICS WORKBOOK, PART 4" (VT 002 990) BOTH FOUND IN AIM SUMMER 1968, ARE ALSO AVAILABLE. (HC)

VT 005 617
CAREERS RELATED TO INDUSTRIAL EDUCATION.

LOS ANGELES CITY SCHOOLS, CALIF. EVALUATION AND RESEARCH SECTION
LOS ANGELES CITY SCHOOL DISTRICTS, ADMINISTRATIVE SERVICES BRANCH, 450 NORTH GRAND AVENUE, P.O. BOX 3307, LOS ANGELES, CALIFORNIA 90054 ($.75, SINGLE COPIES ONLY).
PUB DATE - 64 162P.

DESCRIPTORS - *STUDY GUIDES; *REFERENCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL GUIDANCE; *OCCUPATIONAL INFORMATION; SECONDARY GRADES; CLASSROOM GUIDANCE PROGRAMS; CAREER OPPORTUNITIES

ABSTRACT - THIS COLLECTION OF OCCUPATIONAL INFORMATION WAS PREPARED FOR SECONDARY SCHOOL INDUSTRIAL EDUCATION TEACHERS WHO ADVISE STUDENTS ON OCCUPATIONS. EACH OF THE 64 INFORMATIONAL OUTLINES PROVIDES (1) PERSONAL REQUIREMENTS, (2) EDUCATIONAL OPPORTUNITIES IN JUNIOR AND SENIOR HIGH SCHOOL, (3) EDUCATIONAL OPPORTUNITIES BEYOND HIGH SCHOOL, (4) ADVANCEMENT AND OCCUPATIONAL OUTLOOK, AND (5) RELATED AND SPECIALIST OCCUPATIONS. THEY ARE KEYED TO THE "DICTIONARY OF OCCUPATIONAL TITLES." SECTIONS OF THE GUIDE ARE (1) AUTO MECHANICS, (2) DRAFTING, (3) ELECTRONICS, (4) GRAPHIC ARTS, (5) INDUSTRIAL CRAFTS, (6) METAL, AND (7) WOODWORK. A BIBLIOGRAPHY CITES 30 REFERENCES. (EM)

VT 005 655 ED 021 072
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT 1, GENERAL INTRODUCTION TO DIESEL ENGINES .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PTAM-1-1
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 29SEP65 36P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - ONE OF A 30-MODULE COURSE DESIGNED TO UPGRADE THE JOB SKILLS AND TECHNICAL KNOWLEDGE OF DIESEL MAINTENANCE MECHANICS, THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT-MATTER SPECIALISTS AND TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE PURPOSE OF THIS FIRST UNIT IS TO PROVIDE AN INTRODUCTION TO DIESEL ENGINES BY DEVELOPING AN UNDERSTANDING OF THE DIFFERENCES BETWEEN DIESEL AND GASOLINE ENGINES, DIESEL ENGINE COMPONENTS, AND DIESEL OPERATION. THE MODULE CONSISTS OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES AND A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS FOR 2 HOURS OF GROUP INSTRUCTION, TRAINEE TEXT MATERIAL, AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "DIESEL AUTOMOTIVE MAINTENANCE--GENERAL INTRODUCTION" FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. A REPRODUCTION OF THE TRAINING FILM WITH PROGRAM BRANCHING INFORMATION IS INCLUDED SO THAT IT MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 656 ED 021 073
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT II, MAINTAINING THE AIR SYSTEM--DETROIT DIESEL ENGINES .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PTAM-1-2
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND

DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 27SEP65 58P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE AIR SYSTEM. TOPICS ARE (1) OPERATION AND FUNCTION, (2) AIR CLEANER, (3) AIR SHUT-DOWN HOUSING, (4) EXHAUST SYSTEM, (5) BLOWER, (6) TURBOCHARGER, AND (7) TROUBLE-SHOOTING TIPS ON THE AIR SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "DIESEL AUTOMOTIVE MAINTENANCE--DETROIT DIESEL AIR SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 657 ED 021 074
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT III, MAINTAINING THE FUEL SYSTEM--DETROIT DIESEL ENGINE .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PTAM-1-3
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 29SEP65 44P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL SYSTEM. TOPICS ARE (1) PURPOSE OF THE FUEL SYSTEM, (2) TRACING THE FUEL FLOW, (3) MINOR COMPONENTS OF THE FUEL SYSTEM, (4) MAINTENANCE TIPS, (5) CONSTRUCTION AND FUNCTION OF THE FUEL INJECTORS, AND (6) TROUBLESHOOTING TIPS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "MAINTAINING THE FUEL SYSTEM--DETROIT DIESEL" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 658 ED 021 075
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT IV, MAINTAINING THE COOLING SYSTEM--DETROIT DIESEL ENGINES .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PTAM-1-4
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 6OCT65 41P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; TRANSPARENCIES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE COOLING SYSTEM. TOPICS ARE PURPOSE OF THE COOLING SYSTEM, CARE MAINTENANCE OF THE COOLING SYSTEM, COOLING SYSTEM COMPONENTS, AND TROUBLESHOOTING TIPS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "DIESEL AUTOMOTIVE MAINTENANCE--HEAT TRANSFER" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 659 ED 021 076
AUTOMOTIVE DIESEL MAINTENANCE, UNIT V, MAINTAINING THE LUBRICATION SYSTEM--DETROIT DIESEL ENGINE .

HUMAN ENGINEERING INST., CLEVELAND, OHIO

PTAM-1-5
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 1OCT65 40P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; TRANSPARENCIES; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE; *DIESEL ENGINES

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE LUBRICATION SYSTEM. TOPICS ARE LUBE OILS USED, MAINTENANCE OF THE LUBRICATION SYSTEM, AND CRANKCASE VENTILATION COMPONENTS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "BASIC ENGINE LUBRICANT CHARACTERISTICS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 660 ED 021 077
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT VI, MAINTAINING MECHANICAL GOVERNORS--DETROIT DIESEL ENGINES .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PTAM-1-6
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF MECHANICAL GOVERNORS USED ON DIESEL ENGINES. TOPICS ARE (1) TYPES OF GOVERNORS AND ENGINE LOCATION, (2) GOVERNOR APPLICATIONS, (3) LIMITING SPEED MECHANICAL GOVERNOR, (4) VARIABLE SPEED MECHANICAL GOVERNOR, AND (5) CONSTANT SPEED MECHANICAL GOVERNOR. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "MECHANICAL PRINCIPLES OF GOVERNOR OPERATION" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 661 ED 021 078
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT VII, ENGINE TUNE-UP--DETROIT DIESEL ENGINE .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PTAM-1-7
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF TUNE-UP PROCEDURES FOR DIESEL ENGINES. TOPICS ARE SCHEDULING TUNE-UPS, AND TUNE-UP PROCEDURES. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "ENGINE TUNE-UP--DETROIT DIESEL ENGINE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 662 ED 021 079
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT VIII. ENGINE COMPONENTS--PART I .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
AM-1-8
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; MOTOR VEHICLES; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE

IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION AND MAINTENANCE OF DIESEL ENGINE CYLINDER HEADS AND CYLINDER ASSEMBLIES. TOPICS ARE CYLINDER ASSEMBLY (LINERS), CYLINDER HEADS, VALVES AND VALVE MECHANISMS, AND PISTON AND PISTON RINGS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "ENGINE COMPONENTS--PART I" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 663 ED 021 080
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT IX, ENGINE COMPONENTS .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; MOTOR VEHICLES; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION, FUNCTION, AND MAINTENANCE OF DIESEL ENGINE CRANKSHAFTS, CAMSHAFTS, AND ASSOCIATED BEARINGS. TOPICS ARE SHAFTS AND BEARINGS, CAMSHAFTS, BEARINGS AND THEIR MAINTENANCE, AND DETECTING FAILURE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "ENGINE COMPONENTS--PART II" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAM TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.7 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER,2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 664 ED 021 081
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT X, USE OF MEASURING TOOLS IN DIESEL MAINTENANCE .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; *MEASUREMENT INSTRUMENTS; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE PRECISION MEASURING TOOLS USED IN DIESEL ENGINE MAINTENANCE. TOPICS ARE (1) LINEAR MEASURE, (2) MEASURING WITH RULES AND TAPES, (3) GETTING PRECISION WITH MICROMETERS, (4) DIAL INDICATORS, (5) TACHOMETERS, (6) TORQUE WRENCH, (7) THICKNESS (TECHER) GAGE, AND (8) VALVE REPAIR EQUIPMENT. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "USE OF MEASURING TOOLS IN DIESEL MAINTENANCE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 965 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 665 ED 021 082
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XI, PART I--MAINTAINING THE FUEL SYSTEM (PART I), CUMMINS DIESEL ENGINES, PART II--UNIT REPLACEMENT (ENGINE) .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; TRANSPARENCIES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF DIFFERENCES BETWEEN TWO AND FOUR CYCLE ENGINES, THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL SYSTEM, AND THE PROCEDURES FOR DIESEL ENGINE REMOVAL. TOPICS ARE (1) REVIEW OF TWO CYCLE AND FOUR CYCLE CONCEPT, (2) SOME BASIC CHARACTERISTICS OF FOUR CYCLE ENGINES, (3) THE CUMMINS FUEL SYSTEM, (4) PREPARATION FOR REMOVAL, AND (5) UNIT REMOVAL. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING BASIC HYDRAULICS IN RELATION TO CUMMINS FUEL PUMPS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 666 ED 021 083
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XII, PART I--MAINTAINING THE FUEL SYSTEM (PART II), CUMMINS DIESEL ENGINE, PART II--UNIT INSTALLATION (ENGINE) .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL SYSTEM AND THE PROCEDURES FOR DIESEL ENGINE INSTALLATION. TOPICS ARE FUEL FLOW CHARACTERISTICS, PTG FUEL PUMP, PREPARATION FOR INSTALLATION, AND INSTALLING ENGINE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "PRINCIPLES OF TORCH CUTTING" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VY 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE NEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 667 ED 021 084
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XIII, I--MAINTAINING THE FUEL SYSTEM (PART III), CUMMINS DIESEL ENGINES, II--RADIATOR SHUTTER SYSTEM .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF THE DIESEL ENGINE FUEL AND RADIATOR SHUTTER SYSTEMS. TOPICS ARE (1) MORE ABOUT THE CUMMINS FUEL SYSTEM, (2) CALIBRATING THE PT FUEL PUMP, (3) CALIBRATING THE FUEL INJECTORS, (4) UNDERSTANDING THE SHUTTER SYSTEM, (5) THE SHUTTER, (6) SHUTTER CONTROL CYLINDER, AND (7) SHUTTER CONTROL VALVE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "OPERATION OF THE CUMMINS PT FUEL SYSTEM COMPONENTS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 668 ED 021 085
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XIV, I--MAINTAINING THE AIR SYSTEM, CUMMINS DIESEL ENGINE, II--UNIT REMOVAL--TRANSMISSION .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; MOTOR VEHICLES; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES AND MAINTENANCE OF THE DIESEL ENGINE AIR SYSTEM AND THE PROCEDURES FOR TRANSMISSION REMOVAL. TOPICS ARE (1) DEFINITION OF TERMS RELATED TO THE DIESEL AIR SYSTEM, (2) PRNCIPLES OF DIESEL

AIR COMPRESSORS, (3) PRINCIPLES OF AIR STARTING MOTORS, (4) SERVICING CUMMINS AIR SYSTEM COMPONENTS, (5) PREPARATION FOR REMOVAL (TRANSMISSION), AND (6) UNIT REMOVAL. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING THE DIESEL AIR SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 669 ED 021 086

AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XV, I--MAINTAINING THE COOLING SYSTEM, CUMMINS DIESEL ENGINE, II--UNIT INSTALLATION--TRANSMISSION .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
AM-1-15
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; MOTOR VEHICLES; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE FUNCTION AND MAINTENANCE OF THE DIESEL ENGINE COOLING SYSTEM AND THE PROCEDURES FOR TRANSMISSION INSTALLATION. TOPICS ARE (1) IMPORTANCE OF THE COOLING SYSTEM, (2) COOLING SYSTEM COMPONENTS, (3) EVALUATING COOLING SYSTEM FAILURES, (4) CARING FOR THE COOLING SYSTEM, (5) PREPARATION FOR INSTALLATION (TRANSMISSION), AND (6) INSTALLING TRANSMISSION. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "PRINCIPLES OF DIESEL ENGINE COOLING SYSTEMS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 670 ED 021 087

AUTOMOTIVE DIESEL MAINTENANCE 1, UNIT XVI, I--USE AND CARE OF SMALL HAND TOOLS, II--PRINCIPLES OF THE POWER DIVIDER .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
AM-1-16
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 22341 CARNEGIE AVENUE, CLEVELAND, OHIO 441155 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE; KINETICS

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF SMALL HAND TOOLS USED IN DIESEL ENGINE MAINTENANCE AND THE OPERATING PRINCIPLES AND MAINTENANCE OF POWER DIVIDERS (GEAR BOXES) USED IN DIESEL ENGINE POWER DISTRIBUTION. TOPICS ARE (1) UNDERSTANDING TORQUE AND HOW IT IS MEASURED, (2) REPAIRING AND REPLACING THREADED FASTENERS, (3) UNDERSTANDING THE OPERATING PRINCIPLES (POWER DIVIDERS), AND (4) POWER DIVIDER REMOVAL. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "PRINCIPLES AND APPLICATIONS OF BASIC MACHINES" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 671 ED 021 088

AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XVII, I--MAINTAINING THE LUBRICATION SYSTEM--CUMMINS DIESEL ENGINE, II--UNIT INSTALLATION AND REMOVAL--DRIVE LINES .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
AM-1-17
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS;

INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE; KINETICS

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE DIESEL ENGINE LUBRICATION SYSTEM AND THE PROCEDURES FOR REMOVAL AND INSTALLATION OF THE DRIVE LINE USED IN DIESEL ENGINE POWER DISTRIBUTION. TOPICS ARE (1) PROLONGING ENGINE LIFE, (2) FUNCTIONS OF THE LUBRICATING SYSTEM, (3) TRACING THE LUBRICANT FLOW, (4) DETERMINING LUBRICATION SYSTEM FAILURES, (5) MAINTAINING LUBRICATION SYSTEM COMPONENTS, (6) LEARNING ABOUT OIL TESTS, (7) FIELD TESTING OF OIL, (7) DRIVE LINE DESCRIPTION, (8) REMOVAL OF DRIVE LINE, AND (9) TROUBLESHOOTING (DRIVE LINE). THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING DIESEL ENGINE LUBRICATION SYSTEMS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 672 ED 021 089
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XVIII, I--UNDERSTAND ENGINEGEARS AND GEARING PRINCIPLES, II--MACKNINTER-AXLE POWER DIVIDER .

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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF DIESEL ENGINE GEARS AND GEARING PRINCIPLES AND THE OPERATING PRINCIPLES AND MAINTENANCE OF POWER DIVIDERS (GEAR BOXES) USED IN DIESEL ENGINE POWER TRANSMISSION. TOPICS ARE (1) THE PURPOSE OF THE ENGINE GEARS, (2) INSPECTING FOR GEAR FAILURES, (3) INSPECTING FOR SHAFT FAILURES, (4) USING SNAP RINGS TO POSITION GEARS OR BEARINGS, (5) OPERATING PRINCIPLES (POWER DIVIDER), AND (6) REPAIRING THE MACK POWER DIVIDER. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING GEARS AND GEAR RATIOS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 673 ED 021 090
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XIX, I--ENGINE TUNE-UP--CUMMINS DIESEL ENGINE, II--FRONT END SUSPENSION AND AXLES .

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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF DIESEL ENGINE TUNE-UP PROCEDURES AND THE DESIGN OF FRONT END SUSPENSION AND AXLES USED ON DIESEL ENGINE EQUIPMENT. TOPICS ARE (1) PRE-TUNE-UP CHECKS, (2) TIMING THE ENGINE, (3) INJECTOR PLUNGER AND VALVE ADJUSTMENTS, (4) FUEL PUMP ADJUSTMENTS ON THE ENGINE (PTR AND PTG), (5) HISTORY OF FRONT AXLES, AND (6) AXLE LOADS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "PRINCIPLES OF TUNE-UP--CUMMINS DIESEL ENGINE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 674 ED 021 091
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XX, CUMMINS DIESEL ENGINE, MAINTENANCE SUMMARY .

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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO PROVIDE A SUMMARY OF THE REASONS AND PROCEDURES FOR DIESEL ENGINE MAINTENANCE. TOPICS ARE WHAT ENGINE BREAK-IN MEANS, ENGINE BREAK-IN, TORQUING BEARINGS (TEMPLATE METHOD), AND THE NEED FOR MAINTENANCE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CUMMINS DIESEL ENGINE MAINTENANCE SUMMARY" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 675 ED 021 092
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXI, I--MAINTAINING THE AIR SYSTEM--CATERPILLAR DIESEL ENGINE, II--UNDERSTANDING REAR END SUSPENSION .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE AIR SYSTEM AND REAR AXLE SUSPENSION USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) AIR INDUCTION AND EXHAUST SYSTEM, (2) VALVE MECHANISM, (3) TROUBLESHOOTING THE AIR SYSTEM, (4) PURPOSE OF VEHICLE SUSPENSION, (5) TANDEM DRIVE AXLE SUSPENSION, AND (6) COMPRESSED NITROGEN CYLINDER SUSPENSION SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "MAINTAINING THE AIR INTAKE AND EXHAUST SYSTEMS--CATERPILLAR DIESEL ENGINE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 685. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 676 ED 021 093
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXII, I--MAINTAINING THE FUEL SYSTEM (PART I)--CUMMINS DIESEL ENGINE, II--UNDERSTANDING THE DIFFERENTIAL .

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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE FUNCTION AND MAINTENANCE OF THE DIESEL ENGINE FUEL SYSTEM AND DIFFERENTIAL DRIVE UNITS USED IN DIESEL POWERED VEHICLES. TOPICS ARE (1) FUEL SYSTEM COMPARISONS, (2) FUEL SYSTEM SUPPLY COMPONENTS, (3) FUEL SUPPLY SECTION MAINTENANCE, (4) FUNCTION OF THE DIFFERENTIAL, (5) CONSTRUCTION OF THE DIFFERENTIAL, AND (6) DIFFERENTIAL REMOVAL. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING THE CATERPILLAR FUEL SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAM TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 677 ED 021 094
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXIII, I--MAINTAINING THE FUEL SYSTEM, PART II--CATERPILLAR DIESEL ENGINE, II--UNDERSTANDING STEERING SYSTEMS .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL INJECTION SYSTEM AND THE STEERING SYSTEM OF DIESEL POWERED VEHICLES. TOPICS ARE FUEL INJECTION SECTION, AND DESCRIPTION OF THE STEERING SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING THE CATERPILLAR FUEL SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUOTMOTIVE DIESEL MAINTENANCE 1 AND 1" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 678 ED 021 095
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXIV, I--MAINTAINING THE FUEL SYSTEM PART III--CATERPILLAR DIESEL ENGINES, II--UNDERSTANDING THE VOLTAGE REGULATOR/ALTERNATOR .

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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL AND BATTERY CHARGING SYSTEM. TOPICS ARE (1) INJECTION TIMING CONTROLS, (2) GOVERNOR, (3) FUEL SYSTEM MAINTENANCE TIPS, (4) THE CHARGING SYSTEM, (5) REGULATING THE GENERATOR/ALTERNATOR, AND (6) CHARGING SYSTEM SERVICE PRECAUTIONS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING THE CATERPILLAR FUEL SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 679 ED 021 096
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXV, I--CATERPILLAR DIESEL ENGINE COLLING SYSTEM D-8 AND 824 MODELS, II--TIRES AND TIRE HARDWARE .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE COOLING SYSTEM AND TO PROVIDE A DESCRIPTION OF HEAVY TIRES AND WHEELS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) THEORY OF THE COOLING SYSTEM, (2) COOLING SYSTEM COMPONENTS, (3) MAINTENANCE TIPS (COOLING SYSTEM), (4) GENERAL DESCRIPTION (TIRES), (5) LIQUID FILLED TIRES, (6) TIRE MAINTENANCE, AND (7) PROLONGING TIRE LIFE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CATERPILLAR DIESEL ENGINE COOLING SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR

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VT 005 680 ED 021 097
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXVI, I--CATERPILLAR LUBRICATION SYSTEMS AND COMPONENTS, II--LEARNING ABOUT BRAKES (PART I) .

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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE FUNCTIONS OF DIESEL ENGINE LUBRICATION SYSTEMS AND COMPONENTS AND THE PRINCIPLES OF OPERATION OF BRAKE SYSTEMS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) THE NEED FOR OIL, (2) SERVICE CLASSIFICATION OF OILS, (3) CATERPILLAR LUBRICATION SYSTEM COMPONENTS (4) PRINCIPLES OF OPERATION (BRAKES), (5) BRAKE FRICTION PRINCIPLE, (6)BRAKE CONTROL SYSTEM, AND (7) INSPECTION OF BRAKES. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CAERPILAR LUBRICATION SYSTEMS AND COMPONENTS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENACE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEARPROGRAM OUTLINE FO "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2"IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND OHIO 44115. (HC)

VT 005 681 ED 021 098
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXVII, I--CATERPILLAR STARTING (PONEY) ENGINE (PART I), II--LEARNING ABOUT BRAKES (PART II) .

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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION AND OPERATION OF DIESEL ENGINE STARTING ENGINES AND BRAKE SYSTEMS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) GENERAL DESCRIPTION, (2) OPERATION, (3) COMBUSTION SPACE AND VALVE ARRANGEMENT (STARTING ENGINES), (4) TYPES OF BRAKES, AND (5) DOUBLE ACTUATED DRUM BRAKES. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CATERPILLAR DIESEL STARTING ENGINE" AND OTHER MATERIALS. SEE VT 006 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 682 ED 021 099
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXVIII, I--CATERPILLAR STARTING (PONEY) ENGINE (PART II), II--UNDERSTANDING MORE ABOUT STARTING DEVICES .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF DIESEL ENGINE STARTING ENGINES. TOPICS ARE (1) STARTING ENGINE MAGNETO (WICO), (2) MAGNETO MAINTENANCE, (3) SPARK PLUGS, (4) GENERAL DESCRIPTION (STARTING DEVICES), (5) OPERATING (STARTING DEVICES), (6) LUBRICATION (STARTING DEVICES), (7) PERIODIC CHECKS AND ADJUSTMENTS, AND (8) CRANKING MOTOR DRIVE CHECKS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CATERPILLAR DIESEL STARTING ENGINE" AND

OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 683 ED 021 100
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXIX, REVIEWING THE CONSTRUCTION OF ENGINE COMPONENTS .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
AM-1-29
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO PROVIDE A REVIEW OF THE CONSTRUCTION AND OPERATION OF DIESEL ENGINE COMPONENTS. TOPICS ARE STATIONARY PARTS, ENGINE MOVING PARTS, PISTON RINGS, AND CONNECTING RODS AND PISTON PINS. THE MODULE CONSISTS OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, AND TRAINEE TEXT MATERIAL. SEE VT 005 665 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL AND TRANSPARENCIES MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 684 ED 021 101
AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXX, I--CATERPILLAR DIESEL ENGINE MAINTENANCE SUMMARY, II--REVIEWING FACTS ABOUT ALTERNATORS .

HUMAN ENGINEERING INSTITUTE, CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; EQUIPMENT MAINTENANCE; MOTOR VEHICLES; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION

ABSTRACT - THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO PROVIDE A SUMMARY OF DIESEL ENGINE MAINTENANCE FACTORS AND A REVIEW OF DIESEL ENGINE ALTERNATOR OPERATION. THE SEVEN SECTIONS COVER DIESEL ENGINE TROUBLESHOOTING AND THE OPERATION, TESTING, AND ADJUSTING OF ALTERNATORS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "SUMMARIZING CATERPILLAR ENGINES" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 685 ED 021 102
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT I, UNDERSTANDING MECHANICAL CLUTCHES .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; KINETICS; MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION

ABSTRACT - ONE OF A 25-MODULE COURSE DESIGNED TO UPGRADE THE JOB SKILLS AND TECHNICAL KNOWLEDGE OF DIESEL MAINENANCE MECHANICS THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT-MATTER SPECIALISTS AND TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE PURPOSE OF THIS FIRST UNIT IS TO DEVELOP AN UNDERSTANDING OF COMPONENTS, OPERATION, AND ADJUSTMENTS OF THE DIFFERENT TYPES OF MECHANICAL CLUTCHES USED ON DIESEL POWERED VEHICLES. THE MODULE CONSISTS OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, AND A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS FOR 2 HOURS OF GROUP INSTRUCTION, TRAINEE TEXT

MATERIAL, AND A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "LEARNING ABOUT MECHANICAL CLUTCHES" FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. A REPRODUCTION OF THE TRAINING FILM WITH PROGRAM BRANCHING INFORMATION IS INCLUDED SO THAT IT MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILALBE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (HC)

VT 005 686 ED 021 103
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT II, MECHANICAL TRANSMISSION .

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ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF MECHANICAL TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) PURPOSE OF TRANSMISSIONS, (2) RATIO DIFFERENCE, (3) CONSTANT MESH TRANSMISSIONS, (4) FOUR-SPEED TRUCK TRANSMISSION POWER FLOW, AND (5) TRANSMISSION TROUBLESHOOTING. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "UNDERSTANDING MECHANICAL TRANSMISSIONS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 687 ED 021 104
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT IV, AUOTOMATIC TRANSMISSIONS--HYDRAULICS (PART II) .

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ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF VALVES UTILIZED IN HYDRAULIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) REVIEWING FACTS ABOUT PUMPS, (2) USING VALVES FOR CONTROL, (3) TROUBLESHOOTING PROCEDURES ON RELIEF VALVES, (4) USING DIRECTIONAL CONTROL VALVES, AND (5) FLOW CONTROL VALVES. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "UNDERSTANDING DIRECTIONAL CONTROL VALVES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 688 ED 021 105
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT III, AUTOMATIC TRANSMISSIONS--HYDRAULICS (PART I) .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *HYDRAULICS; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; MOTOR VEHICLES; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; EQUIPMENT MAINTENANCE; KINETICS

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO INTRODUCE BASIC HYDRAULIC PRINCIPLES AND PROVIDE AN UNDERSTANDING OF HYDRAULIC TRANSMISSIONS USED IN DIESEL POWERED VEHICLES. TOPICS ARE WHY USE

HYDRAULICS, REVIEWING BASIC PHYSICS LAWS IN RELATION TO HYDRAULICS, UNDERSTANDING THE HYDRAULIC SYSTEM, AND DEVELOPING A BASIC HYDRAULIC SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "BASIC HYDRAULICS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 689 ED 021 106
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT V, AUTOMATIC TRANSMISSIONS--TORQUE CONVERTER .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF TORQUE CONVERTERS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) FLUID COUPLINGS (LOCATION AND PURPOSE), (2) PRINCIPLES OF OPERATION, (3) TORQUE CONVERRS, (4) TORQMATIC CONVERTER, (5) THREE STAGE, THREE ELEMENT TORQUE CONVERTER, AND (6) TORQUE CONVERTER MAINTENANCE AND TROUBLESHOOTING. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAM TRAINING FILM "LEARNING ABOUT TORQUE CONVERTERS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE HEADQUARTERS AND DEVELOPMENT CETER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 690 ED 021 107
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT VI, AUTOMATIC TRANSMISSIONS--PLANETARY GEARING .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO ACQUAINT THE TRAINEE WITH THE OPERATION OF PLANETARY GEARS IN AUTOMATIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) PURPOSE OF PLANETARY GEARING, (2) POWER TRANSMISSION THROUGH A PLANETARY SYSTEM, (3) HYDRAMATIC TRANSMISSION, (4) HYDRAULIC SYSTEM, AND (5) GEAR FAILURE AND LUBRICATION. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "UNDERSTANDING PLANETARY GEARING IN RELATION TO AUTOMATIC TRANSMISSIONS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 691 ED 021 108
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT VII, AUTOMATIC TRANSMISSIONS--ALLISON, TORQUMATIC SERIES 5960 AND 6060 (PART I) .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 22341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *EQUIPMENT MAINTENANCE; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; KINETICS; PROGRAMED INSTRUCTION

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF SPECIFIC MODELS OF AUTOMATIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) GENERAL SPECIFICATION DATA, (2) OPTIONS FOR VARIOUS APPLICATIONS, (3) ROAD TEST INSTRUCTIONS, (4) IDENTIFICATION AND SPECIFICATION DATA, (5) ALLISON TC-500 SERIES

CONVERTER, (6) CONVERTER HYDRAULIC SYSTEM, AND (7) MAINTAINING THE CONVERTER. THE MODULE CONSISTS OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, AND TRAINEE TEXT MATERIAL. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685-VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL AND TRANSPARENCIES MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 692 ED 021 109
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT VIII, AUTOMATIC TRANSMISSIONS--ALLISON TORQUMATIC SERIES 5960, 6060, AND 8860 (PART II) .

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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHION44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; MOTOR VEHICLES; KINETICS; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF SPECIFIC MODELS OF AUTOMATIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) GENERAL DESCRIPTION, (2) OPTIONAL EQUIPMENT, (3) TRANSMISSION POWER FLOW (SPLITTER SECTION), (4) TRANSMISSION POWER FLOW (RANGE SECTION), (5) INSPECTION AND MAINTENANCE, AND (6) TROUBLESHOOTING THE TRANSMISSION. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "LEARNING ABOUT THE ALLISON TORQUMATIC HYDRAULIC SYSTEM (PART I)" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 693 ED 021 110
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT IX, AUTOMATIC TRANSMISSIONS--HYDRAULIC SYSTEM (PART I) .

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ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OIL FLOW WITHIN HYDRAULIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE GENERAL DESCRIPTION, HYDRAULIC CIRCUITS, AND BRAKE HYDRAULIC CIRCUIT AND OPERATION. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "LEARNING ABOUT THE ALLISON TORQMATIC HYDRAULIC SYSTEM (PART II)" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 694 ED 021 111
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT X, AUTOMATIC TRANSMISSIONS--HYDRAULIC SYSTEMS (PART II) .

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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; HYDRAULICS; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; KINETICS; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO PROVIDE A SUMMARY OF MAINTENANCE PROCEDURES FOR AUTOMATIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) CHECKING THE HYDRAULIC SYSTEM, (2) SERVICING THE HYDRAULIC SYSTEM, (3) EXAMINING THE RANGE CONTROL VALVE, (4) EXAMINING THE LOCK-UP AND FLOW VALVE, (5) EXAMINING THE MAIN REGULATOR VALVE, (6) EXAMINING THE BRAKE VALVE, AND (7) DUAL PATH TRANSMISSION PRINCIPLE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED

TRAINING FILM "SUMMARIZING MECHANICAL AND AUTOMATIC TRANSMISSIONS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMATIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 695 ED 021 112
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XI, INTRODUCTION TO ELECTRICAL MAINTENANCE FOR OFF-HIGHWAY VEHICLES .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
AM-2-11
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; MOTOR VEHICLES; EQUIPMENT MAINTENANCE; TRANSPARENCIES; PROGRAMED MATERIALS;NINDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO FAMILIARIZE THE TRAINEE WITH THE FUNDAMENTALS OF ELECTRICITY AND MAGNETISM AS THEY RELATE TO DIESEL POWERED EQUIPMENT. TOPICS ARE (1) FUNDAMENTALS OF ELECTRICITY AND MAGNETISM, (2) ELECTROMAGNETIC FIELDS, (3) MAGNETIC FORCE ON A CONDUCTOR, (4) ELECTROMAGNETIC INDUCTION, (5) OHM'S LAW, (6) METER MOVEMENTS, AND (7) GLOSSARY OF TERMS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "UNDERSTANDING THE FUNDAMENTALS OF ELECTRICITY AND MAGNETISM" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTEMAMCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 696 ED 021 113
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XII, LEARNING ABOUT BATTERY SERVICING AND TESTING (PART I) .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); EQUIPMENT MAINTENANCE; *ELECTRICAL SYSTEMS; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION AND MAINTENANCE OF LEAD-ACID STORAGE BATTERIES USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) BATTERY COMPONENTS AND CONSTRUCTION, (2) CHEMICAL ACTION IN BATTERIES, (3) THE BATTERY AND THE CHARGING CIRCUIT, (4) BATTERY CHARGING VOLTAGE, (5) EFFECTS OF STATE OF CHARGE ON BATTERY CHARGING VOLTAGE AND CHARGING RATES, (6) EFFECTS OF TEMPERATURE ON BATTERY CHARGING VOLTAGE AND CHARGING RATES, AND (7) TERMINOLOGY. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "AUTOMOTIVE BATTERIES I--INTRODUCTION TO THE LEAD-ACID STORAGE BATTERY" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 006 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 697 ED 021 114
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XIII, BATTERY SERVICE AND TESTING PROCEDURES--PART II .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; DIESEL ENGINES; MOTOR VEHICLES; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO FAMILIARIZE THE TRAINEE WITH PROCEDURES FOR SERVICING LEAD-ACID STORAGE BATTERIES USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) ELECTROLYTE AND SPECIFIC GRAVITY, (2) BATTERY CHARGING, (3) STORAGE BATTERY TYPES AND DESIGN, (4) BATTERY CAPACITY RATINGS, (5) BATTERY INSTALLATION, SERVICING, AND TESTING, (6) FACTORS AFFECTING

BATTERY LIFE, AND (7) SAFETY PRECAUTIONS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "AUTOMOTIVE BATTERIES II--BATTERY SERVICING AND TESTING PROCEDURES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 698 ED 021 115
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XIV, UNDERSTANDING DC GENERATOR PRINCIPLES .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
AM-2-14
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES OF DIRECT CURRENT GENERATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) WHAT IS A GENERATOR AND ITS USE, (2) SHUNT GENERATOR PRINCIPLES, (3) POWER AND RATINGS OF A GENERATOR, (4) ARMATURE REACTION, (5) WHAT IS POLARITY, (6) TWO GENERATOR CIRCUITS, AND (7) APPLICATION OF GENERATORS ON THE JOB. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "DC GENERATORS I--INTRODUCTION TO DC GENERATOR PINCIPLES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 699 ED 021 116
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XV, UNDERSTANDING DC GENERATOR PRINCIPLES (PART II) .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF MAINTENANCE PROCEDURES FOR DIRECT CURRENT GENERATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE SPECIAL GENERATOR CIRCUITS, GENERATOR TESTING, AND GENERATOR POLARITY. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "DC GENERATORS II--GENERATOR TESTING PROCEDURES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 700 ED 021 117
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XVI, LEARNING ABOUT AC GENERATOR (ALTERNATOR) PRINCIPLES (PART I) .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES OF ALTERNATING CURRENT GENERATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE REVIEWING ELECTRICAL FUNDAMENTALS, AND OPERATING PRINCIPLES OF ALTERNATORS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "AC GENERATORS I--UNDERSTANDING ALTERNATOR PRINCIPLES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 -

VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 701 ED 021 118
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XVII, LEARNING ABOUT AC GENERATOR (ALTERNATOR) PRINCIPLES (PART II) .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES AND THE SERVICING AND TESTING PROCEDURES FOR ALTERNATING CURRENT (AC) GENERATORS AND REGULATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE REVIEW OF ALTERNATOR PRINCIPLES, ALTERNATOR SERVICING AND TESTING, ALTERNATOR REGULATOR OPERATING PRINCIPLES, AND PERIODIC REGULATOR SERVICING AND GENERAL TROUBLESHOOTING OF THE CHARGING SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "AC GENERATORS II--REGULATOR AND FIELD RELAY OPERATING PRINCIPLES AND ALTERNATOR TESTING" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 702 ED 021 119
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XVIII, ALTERNATOR AND REGULATOR SERVICING AND TESTING, AND AN INTRODUCTION TO TRANSISTOR REGULATORS .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED AS A REVIEW OF THE OPERATING PRINCIPLES AND SERVICING PROCEDURES FOR GENERATORS AND AS AN INTRODUCTION TO TRANSISTOR CONTROLLED VOLTAGE REGULATION FOR GENERATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) REVIEW OF GENERATOR PRINCIPLES, AC AND DC, (2) SERVICING AND TESTING ALTERNATORS, AND (3) INTRODUCTION TO TRANSISTOR REGULATORS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "INTRODUCTION TO TRANSISTORS AND TRANSISTOR CONTROLLED AND TRANSISTORIZED REGULATORS" AND OTHER MATERIALS. SEE VT 006 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 703 ED 021 120
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XIV, LEARNING ABOUT CRANKING MOTORS .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; ELECTRICAL SYSTEMS; MOTOR VEHICLES

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES OF CRANKING MOTORS USED ON DIESEL POWERED EQUIPMENT, TOPICS ARE (1) CRANKING MOTORS. (2) MOTOR PINCIPLES, (3) CRANKING MOTOR CIRCUITS, (4) TYPES OF CRANKING MOTOR DRIVES, AND (5) CRANKING MOTOR SOLENOID CIRCUITS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "LEARNING ABOUT CRANKING MOTORS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE

AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 704 ED 021 121
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XX, TROUBLESHOOTING ELECTRICAL SYSTEMS .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
AM-2-20
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO ACQUAINT THE TRAINEE WITH TROUBLESHOOTING PROCEDURES FOR DIESEL ENGINE ELECTRICAL SYSTEMS. TOPICS ARE (1) TROUBLESHOOTING ELECTRICAL SYSTEMS (INTRODUCTION), (2) TOOLS AND INSTRUMENTS FOR TROUBLESHOOTING, (3) THE BATTERY, (4) PERIODIC BATTERY SERVICING, (5) THE DC CHARGING SYSTEM, (6) PERIODIC REGULATOR SERVICING, (7) THE WIRING CIRCUIT, (8) GENERAL TROUBLESHOOTING OF THE CHARGING SYSTEM, (9) THE AC CHARGING SYSTEM, (10) THE CRANKING SYSTEM (ELECTRICAL), AND (11) GENERAL TROUBLESHOOTING OF THE CRANKING SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "TROUBLESHOOTING ELECTRICAL SYSTEMS (INTRODUCTION TO BASIC AND GENERAL PROCEDURES)" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 006 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 705 ED 021 122
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXI, MICHIGAN/CLARK TRANSMISSION--COMPLETE POWER TRAIN .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
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DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); KINETICS; MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION; DIESEL ENGINES; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; *EQUIPMENT MAINTENANCE

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF A SPECIFIC POWER TRAIN SYSTEM USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE EXAMINING THE POWER FLOW, UNIT OIL FLOW, AND OIL PRESSURE IN THE CONVERTER AND TRANSMISSION SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAM TRAINING FILM "UNDERSTANDING THE MICHIGAN/CLARK POWER TRAIN" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 706 ED 021 123
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXII, MICHIGAN/CLARK TRANSMISSION--CONVERTER/TRANSMISSION .

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HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 22SEP67 54P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *EQUIPMENT MAINTENANCE; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; KINETICS; MOTOR VEHICLES

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP A DETAILED UNDERSTANDING OF A SPECIFIC POWER CONVERTER AND TRANSMISSION USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE A CLOSER LOOK AT THE CONVERTER, CONVERTER ASSEMBLY AND INSTALLATION, TRANSMISSION FUNCTION, AND TRANSMISSION SHIFTING. THE MODULE CONSISTS OF

A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "MICHIGAN/CLARK TRANSMISSION--TRANSMISSION AND CONVERTER FUNCTION" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 707 ED 021 124
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXIII, MICHIGAN/CLARK TRANSMISSION--HYDRAULIC SHIFT .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
AM-2-23
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 25SEP67 45P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *EQUIPMENT MAINTENANCE; DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; KINETICS; MOTOR VEHICLES

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE SHIFTING AND CONTROL FUNCTIONS OF A SPECIFIC TRANSMISSION USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE MECHANICAL AND HYDRAULIC SHIFTING, AND OIL FLOW THROUGH THE CONTROL VALVE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "MICHIGAN/CLARK TRANSMISSION--MECHANICAL AND HYDRAULIC SHIFT AND OIL FLOW THROUGH THE VALVES AND CONTROL COVER ASSEMBLY" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 708 ED 021 125
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXIV, MICHIGAN/CLARK TRANSMISSION--OIL FLOW THROUGH THE CONTROL COVER ASSEMBLY .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
AM-2-24
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 21SEP67 12P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *EQUIPMENT MAINTENANCE; KINETICS; DIESEL ENGINES; MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; TRANSPARENCIES; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE SERVICING PROCEDURES FOR THE CONTROL SYSTEM OF A SPECIFIC TRANSMISSION USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE EXAMINING THE CONTROL COVER ASSEMBLY, REGULATING VALVE AND SAFETY VALVE, AND INSPECTING THE SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "MICHIGAN/CLARK TRANSMISSION--MECHANICAL AND HYDRAULIC SHIFT AND OIL FLOW THROUGH THE VALVES AND CONTROL COVER ASSEMBLY" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. T 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 709 ED 021 126
AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXV, MICHIGAN/CLARK TRANSMISSION--TROUBLESHOOTING .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION
AM-2-25
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUR, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 19OCT67 38P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *EQUIPMENT MAINTENANCE; KINETICS; DIESEL ENGINES; MOTOR VEHICLES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF TROUBLESHOOTING PROCEDURES FOR A SPECIFIC TRANSMISSION USED ON DIESEL POWERED

EQUIPMENT. TOPICS ARE (1) PRELIMINARY CHECKS, (2) PRESSURE AND OIL FLOW CHECKS, (3) TROUBLESHOOTING TABLES, (4) TROUBLESHOOTING VEHICLES UNDER FIELD CONDITIONS, AND (5) ANALYZING UNACCEPTABLE INSPECTION RESULTS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "MICIGAN/CLARK TRANSMISSION--TROUBLESHOOTING" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR$1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

VT 005 736
INFORMATION FOR THE PREPARATION OF THE PROGRAM OF INSTRUCTION .

CALIFORNIA UNIV., BERKELEY. DIV. OF VOCATIONAL EDUCATION
CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. TRADE-TECHNICAL TEACHER EDUCATION
PUB DATE - ND 44P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; *TEACHING GUIDES; INSTRUCTIONAL MATERIALS; PROGRAM GUIDES; COURSE ORGANIZATION; *MATERIAL DEVELOPMENT

ABSTRACT - DIRECTIONS FOR STYLE AND FORMAT OF TRADE AND TECHNICAL PROGRAMS OF INSTRUCTION ARE PRESENTED TO ASSIST TEACHERS IN ORGANIZING COURSE CONTENT AND IN PROVIDING COURSE INFORMATION TO STUDENTS, PARENTS, ADVISORY COMMITTEE MEMBERS, PROSPECTIVE EMPLOYERS, AND SCHOOL ADMINISTRATORS. THE GENERAL FORMAT FOR A PROGRAM OUTLINE IN PART I INCLUDES THE TITLE PAGE, OBJECTIVES OF THE COURSE, TABLE OF CONTENTS, OVERVIEW INFORMATION FOR TOTAL FORMAT, VISUAL AIDS, AND BIBLIOGRAPHY. PART II CONTAINS EXAMPLES OF (1) LESSON ANALYSIS, (2) ASSIGNMENT SHEETS, (3) INFORMATION SHEETS, (4) JOB OPERATION OR PROCEDURE SHEET, (5) EXPERIMENT SHEETS, (6) TRADE APPRECIATION SHEETS, (7) DEMONSTRATION SHEETS, (8) FILM GUIDES, (9) FIELD TRIPS, (10) BULLETIN BOARD DATA SHEETS, (11) SKETCH SHEETS, AND (12) DEFINITION OF TERMS. (DM)

VT 005 846
FARIS, KAMIL J.
PRACTICAL ELECTRICITY IN REFRIGERATION AND AIR CONDITIONING. PART I .

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
RUTGERS-THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LABORATORY
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.50).
PUB DATE - MAR68 258P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION MECHANICS; APPLIANCE REPAIRING; *AIR CONDITIONING; REFRIGERATION; *ELECTRICITY; GRADE 11

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN TRADE AND INDUSTRIAL COURSES FOR REFRIGERATION AND AIR CONDITIONING MAINTENANCE AND REPAIR. IT WAS DEVELOPED BY VOCATIONAL TEACHERS AND USED IN LOCAL SCHOOLS FOR TWO YEARS BEFORE PUBLICATION. INCLUDED ARE 145 LESSONS, 30 JOB SHEETS, AND 13 ESSAY TESTS UNDER THESE MAJOR TOPICS: (1) SHOP ADJUSTMENT, (2) SAFETY, (3) COMPRESSORS, (4) MOTORS, (5) ELECTRIC POWER, (6) FUSES, (7) MOTOR COMPRESSOR COMPONENTS, (8) CAPACITORS, AND (9) RELAYS. EACH LESSON GIVES AN EDUCATIONAL OBJECTIVE, INSTRUCTIONAL INFORMATION, ILLUSTRATIONS, AND STUDY QUESTIONS. EACH JOB SHEET GIVES AN OBJECTIVE, A TOOL LIST, A MATERIAL LIST, AND TASK PROCEDURES. THE MATERIAL IS TO BE USED BY 11TH GRADE MALE STUDENTS UNDER TEACHER SUPERVISION FOR ONE TERM. THE TEACHER SHOULD HAVE APPROPRIATE TRADE EXPERIENCE AND CERTIFICATION. THE DOCUMENT IS PROFUSELY ILLUSTRATED WITH SCHEMATICS, LINE DRAWINGS, AND PHOTOGRAPHS. (EM)

VT 005 865
SUGGESTED COURSE OUTLINE FOR VOCATIONAL ELECTRICITY..

NEW MEXICO STATE DEPT. OF VOCATIONAL EDUCATION, SANTA FE. TRADE AND INDUSTRIAL DIV.
TRADE AND INDUSTRIAL DIVISION, DEPARTMENT OF VOCATIONAL EDUCATION,STATE DEPARTMENT OF EDUCATION, 139 SOUTH CASTILLO STREET, SANTA FE, NEW MEXICO 87501 (NO CHARGE).
PUB DATE - ND 140P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ELECTRICIANS; *ELECTRICAL SYSTEMS; GRADE 11; GRADE 12

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING COURSES FOR JUNIORS AND SENIORS IN A VOCATIONAL ELECTRICITY PROGRAM. IT WAS DEVELOPED BY VOCATIONAL TEACHERS WITHIN A LARGER CURRICULUM DEVELOPMENT PROJECT TO IMPROVE STUDENT COMPETENCY RELATIVE TO INSTALLATION AND MAINTENANCE OF RESIDENTIAL, COMMERCIAL, INDUSTRIAL, AND DISTRIBUTION ELECTRICAL SYSTEMS. THE CONTENTS INCLUDE (1) A TOPICAL OUTLINE, (2) ASSIGNMENT SHEETS, (3) LESSON PLANS, (4) INFORMATION SHEETS, (5) STUDENT PROGRESS CHARTS, (6) A TEXT, REFERENCE, AND FILM BIBLIOGRAPHY, AND (7) A LIST OF MATERIALS AND SHOP EQUIPMENT. THE TEACHER SHOULD BE A HIGH SCHOOL GRADUATE WITH TRADE EXPERIENCE. STUDENTS SHOULD BE HIGH SCHOOL JUNIORS AND SENIORS WITH A DRAFTING AND MATHEMATICS BACKGROUND WHO ALSO HAVE AN INTEREST IN AN ELECTRICAL OCCUPATIONS GOAL. THE DOCUMENT IS PRINTED AND ILLUSTRATED WITH LINE DRAWINGS. (EM)

VT 005 866
SUGGESTED COURSE OUTLINE FOR VOCATIONAL

MACHINE SHOP

NEW MEXICO STATE DEPT. OF VOCATIONAL EDUCATION, SANTA FE. TRADE AND INDUSTRIAL DIV.
TRADE AND INDUSTRIAL DIVISION, DEPARTMENT OF VOCATIONAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 139 SOUTH CASTILLO STREET, SANTA FE, NEW MEXICO 87501 (SINGLE COPIES WITHOUT CHARGE).
PUB DATE - ND 193P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *MACHINE TOOL OPERATORS; HIGH SCHOOLS; RESOURCE MATERIALS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN COURSE PLANNING FOR THE MACHINE TRADES OCCUPATIONAL CLUSTER IN SECONDARY SCHOOLS. IT WAS DEVELOPED BY A COMMITTEE OF TRADE TEACHERS AS A PART OF A CURRICULUM PROJECT AND IS DESIGNED TO PROVIDE THE SKILL AND KNOWLEDGE NECESSARY FOR THE STUDENTS TO ENTER THE TRADE AS PRODUCTION WORKERS, APPRENTICES, OR MACHINIST HELPERS. THE COURSE IS 2 YEARS OF 1,080 HOURS IN LENGTH AND EACH YEAR IS DIVIDED INTO NINE UNITS, INCLUDING (1) ORIENTATION AND SAFETY, (2) APPLIED SUBJECTS, (3) MEASURING DEVICES, (4) BENCH WORK, (5) DRILL PRESS, (6) GRINDERS, (7) LATHE, (8) SHAPER, AND (9) MILLING MACHINE. OPTIMUM TIME ALLOTMENTS ARE GIVEN FOR EACH UNIT. UNIT NINE HAS BEEN COMPLETELY DEVELOPED IN A COURSE OF STUDY PATTERN INCLUDING LESSON PLANS, PROJECT OR JOB SHEETS, OPERATION, ASSIGNMENT, INFORMATION, AND TEST SHEETS. THE OTHER UNITS HAVE SUFFICIENT INSTRUCTIONAL MATERIALS TO INDICATE THE CONTENT OF THE COMPLETE COURSE. THE STUDENTS SHOULD HAVE ABILITY TO UNDERSTAND MACHINE TRADES WORK AND THE INSTRUCTOR SHOULD BE A HIGH SCHOOL GRADUATE WITH TRADE EXPERIENCE. SUPPLEMENTARY MATERIALS INCLUDE PROGRESS CHARTS, SUGGESTED PROJECTS, AND LISTS OF RECOMMENDED TEXTBOOKS, AUDIO VISUAL AIDS, AND SHOP EQUIPMENT. (HC)

VT 005 875
MECHANICAL MAINTENANCE PRACTICES 1. UNITS 1-5.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - 65 189P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; *EQUIPMENT MAINTENANCE
IDENTIFIERS - *GEAR REDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT-MATTER SPECIALISTS AND TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE MODULES CONSIST OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, TRAINEE TEXT MATERIAL, AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. REPRODUCTIONS OF THE TRAINING FILMS WITH PROGRAM BRANCHING INFORMATION IS INCLUDED SO THAT THEY MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880, AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 876
MECHANICAL MAINTENANCE PRACTICES 1. UNITS 6-10.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - 65 237P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; BLUEPRINTS; *EQUIPMENT MAINTENANCE
IDENTIFIERS - *GEAR REDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT-MATTER SPECIALISTS AND TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE MODULES CONSIST OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, TRAINEE TEXT MATERIAL, AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. REPRODUCTIONS OF THE TRAINING FILMS WITH PROGRAM BRANCHING INFORMATION IS INCLUDED SO THAT THEY MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 008 880, AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 877
MECHANICAL MAINTENANCE PRACTICES 1. UNITS 11-15.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - 66 284P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; *EQUIPMENT MAINTENANCE
IDENTIFIERS - *GEAR REDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE: (1) NORMAL FUNCTION AND OPERATION OF GEARS, SHAFTS, BEARINGS, AND OIL, (2) MOVING THE GEAR REDUCER INTO POSITION FOR HOOK UP, (3) GETTING READY TO REMOVE THE REDUCER, (4) SCOPE AND APPLICATION OF THE OXYGEN AND ACETYLENE FLAME, AND (5) CHECKING FOR BEARING FAILURES. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) MAINTAINING GEAR REDUCERS: GEARS AND GEAR RATIOS--PARTS I AND II, (2) PRINCIPLES OF TORCH CUTTING, (3) MAINTAINING GEAR REDUCERS (WIRE ROPE, SLINGS, SAFE LIFTING LOADS), AND (4) LINES, ANGLES, AND CIRCLES. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880 AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 878
MECHANICAL MAINTENANCE PRACTICES 1. UNITS 16-20 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - 66 246P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; HYDRAULICS; *EQUIPMENT MAINTENANCE
IDENTIFIERS - *GEAR REDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE: (1) EQUIPMENT ALIGNMENT VS. MAINTENANCE, (2) TOLERANCE, ALLOWANCE, AND CLASSES OF FIT, (3) METHODS OF JOINING SHAFT AND COUPLING ASSEMBLIES, (4) 16-POINT ALIGNMENT CHECK, AND (5) MAINTAINING FLUID SYSTEMS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) MICROMETERS, (2) COUPLING ALIGNMENT, (3) GRINDING AND GRINDING WHEELS, (4) PRINCIPLES OF FITTING (COUPLING ALIGNMENT), AND (5) PRINCIPLES OF POWER HYDRAULICS AND PUMPS. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880 AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 879
MECHANICAL MAINTENANCE PRACTICES 1. UNITS 21-25 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - 65 270P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; HYDRAULICS; *EQUIPMENT MAINTENANCE
IDENTIFIERS - *GEAR REDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE: (1) ROUTINE MAINTENANCE OF PUMPS, (2) COMMON TUBING FITTINGS, (3) ASSEMBLING HOSE LINES, (4) INSPECTION OF PIPING AND STEPS IN MAKING REPAIRS, AND (5) MAINTAINING CONTROL VALVES. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) MAINTAINING FLUID POWER SYSTEMS: CENTRIFUGAL PUMPS, (2) MAINTAINING FLUID SYSTEM PIPING, (3) MAINTAINING FLUID HOSE LINES AND FITTINGS, (4) MAINTAINING FLUID SYSTEMS: SELECTING THE PROPER TUBING, AND (5) MAINTAINING FLUID SYSTEM CONTROL VALVES. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880 AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 880
MECHANICAL MAINTENANCE PRACTICES 1. UNITS 26-30 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - 66 251P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; LUBRICANTS; HYDRAULICS; *EQUIPMENT MAINTENANCE

IDENTIFIERS - *GEAR REDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE: (1) HYDRAULIC AND PNEUMATIC MOTORS, (2) LUBRICATION SYSTEMS, (3) FUNCTIONS OF LUBRICANTS, (4) PIPE SYSTEM MAINTENANCE, AND (5) MAINTENANCE OF LUBRICATING SYSTEMS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) MAINTENANCE CONSIDERATIONS IN CONVERTING FLUID FLOW TO POWER, (2) MAINTAINING PIPE SUPPORTS, CLAMPS, BRACKETS, AND SPRAY HEADERS, (3) THE MECHANICS OF LUBRICATION, (4) HAND AND SPRAY OIL LUBRICATION SYSTEMS, AND (5) UNDERSTANDING GREASE LUBRICATION SYSTEMS. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880 AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 881
MECHANICAL MAINTENANCE PRACTICES 2. UNITS 1-5 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 245P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; MACHINE REPAIRMEN; *HYDRAULICS

IDENTIFIERS - GEAR REDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT-MATTER SPECIALISTS AND TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE MODULES CONSIST OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, TRAINEE TEXT MATERIAL, AND SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. REPRODUCTIONS OF THE TRAINING FILM WITH PROGRAM BRANCHING INFORMATION ARE INCLUDED SO THAT THEY MAY BE DEVELOPED IN PRINTED MATERIAL FORM USE WITHOUT THE ELECTRONIC TUTOR. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880, AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 882
MECHANICAL MAINTENANCE PRACTICES 2. UNITS 6-10 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 219P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; *HYDRAULICS

IDENTIFIERS - GEAR REDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE: (1) DEVELOPING A BASIC HYDRAULIC SYSTEM, (2) MAINTAINING SOLID AND FLEXIBLE COUPLING, (3) UNDERSTANDING HYDRAULIC CIRCUIT DIAGRAMS, (4) MAINTAINING FRICTION BRAKES AND CLUTCHES, AND (5) HANDLING FLUID REQUIREMENTS THROUGH PROPER DESIGN. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) BASIC HYDRAULICS, (2) MAINTAINING DRIVE COUPLINGS, (3) UNDERSTANDING FRICTION BRAKES AND CLUTCHES, AND (5) UNDERSTANDING FLUID RESERVOIRS. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880, AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUT
MAY BE RENTED OR PURCHASED. (EM)

VT 005 883
MECHANICAL MAINTENANCE PRACTICES 2. UNITS 11-15 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 194P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; *HYDRAULICS

IDENTIFIERS - DRIVE SYSTEMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE (1) FUNCTIONS AND MAINTENANCE OF SPINDLES, (2) MAINTAINING HYDRAULIC PUMPS, (3) UNDERSTANDING BELT DRIVES, (4) UNDERSTANDING HYDRAULIC PUMPS, AND (5) MAINTAINING BELT DRIVES. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) UNDERSTANDING SPINDLE DESIGN AND MAINTENANCE, (2) UNDERSTANDING PUMPS AND THEIR RELATION TO HYDRAULIC SYSTEMS, (3) UNDERSTANDING BELT DRIVES, (4) UNDERSTANDING BASIC CONCEPTS IN RELATION TO HYDRAULIC PUMPS, AND (5) INSTALLING AND MAINTAINING V-BELT DRIVES. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880, AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 884
MECHANICAL MAINTENANCE PRACTICES 2. UNITS 16-20 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 228P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; ADULT VOCATIONAL EDUCATION; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; HYDRAULICS; *EQUIPMENT MAINTENANCE
IDENTIFIERS - *DRIVE SYSTEMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE: (1) FUNCTIONS OF RELIEF VALVES, (2) CHAIN DRIVES FOR POWER TRANSMISSION, (3) UNDERSTANDING DIRECTIONAL CONTROL VALVES, (4) INSTALLING AND MAINTAINING CHAIN DRIVES, AND (5) UNDERSTANDING THE CONSTRUCTION OF DIRECTIONAL CONTROL VALVES. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) UNDERSTANDING RELIEF VALVES IN THE HYDRAULIC SYSTEM, (2) GETTING ACQUAINTED WITH CHAIN DRIVES FOR POWER TRANSMISSION, (3) UNDERSTANDING DIRECTIONAL CONTROL VALVES, (4) UNDERSTANDING ROLLER CHAIN DRIVES, AND (5) UNDERSTANDING DIRECTIONAL CONTROL VALVE CONSTRUCTION. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880, AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 885
MECHANICAL MAINTENANCE PRACTICES 2. UNITS 21-25 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 255P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; HYDRAULICS; *MACHINE REPAIRMEN; *EQUIPMENT MAINTENANCE

ABSTRACT - THESE FIVE MODULES ARE PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE: (1) UNDERSTANDING STATIC FLUID SEALS, (2) READING FLUID POWER SYMBOLS, (3) UNDERSTANDING DYNAMIC SEALS, (4) HYDRAULIC CYLINDERS AND ROTARY ACTUATORS, AND (5) SELECTING HYDRAULIC CYLINDERS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINIG FILMS FOR THESE ARE (1) UNDERSTANDING GASKET AND PACKING MATERIAL PART I AND II, (2) UNDERSTANDING DIRECTIONAL CONTROL VALVE SYMBOLS, (3) UNDERSTANDING HYDRAULIC CYLINDERS, AND (4) UNDERSTANDING CYLINDER AND PISTON CONSTRUCTION. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880, AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 886
MECHANICAL MAINTENANCE PRACTICES 2. UNITS 26-30 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 240P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES; *MACHINE REPAIRMEN; *HYDRAULICS

ABSTRACT - THESE FIVE MODULES ARE THE LAST PART OF A 60-MODULE, 2-YEAR COURSE DESIGNED TO DEVELOP UNDERSTANDING OF MAINTENANCE PRACTICES FOR GEAR REDUCERS, HYDRAULIC SYSTEMS, LUBRICATION SYSTEMS, AND MECHANICAL DRIVE SYSTEMS. SOME TOPICS ARE: (1) HYDRAULIC CYLINDERS IN POWER CIRCUITS, (2) PRESSURE CONTROL VALVES, (3) UNLOADING VALVES, (4) FLOW CONTROL VALVES, AND (5) HYDRAULICS AND PNEUMATIC ACCUMULATORS. SELF-INSTRUCTIONAL

BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) UNDERSTANDING CYLINDER CIRCUIT CONTROL, (2) UNDERSTANDING THE FUNCTIONS OF PRESSURE CONTROL VALVES, (3) USING UNLOADING VALVES TO MINIMIZE ENERGY LOSS, (4) UNDERSTANDING HYDRAULICS FLUID FLOW WITH SYSTEM FLOW CONTROL VALVES, AND (5) STORING LIQUIDS UNDER PRESSURE WITH ACCUMULATORS. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880, AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 007. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 956
INSTRUMENT MAINTENANCE 1. UNITS 1-5 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 243P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *EQUIPMENT MAINTENANCE; *INSTRUMENTATION TECHNICIANS; INSTRUMENTATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES

ABSTRACT - THESE FIVE MODULES ARE PART OF A 36-MODULE, 1-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR ELECTRICAL, TEMPERATURE, ELECTROCHEMICAL, AND RADIATION TEST INSTRUMENTS. THE MODULES CONSIST OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, TRAINEE TEXT MATERIAL, AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. REPRODUCTIONS OF THE TRAINING FILMS WITH PROGRAM BRANCHING INFORMATION ARE INCLUDED SO THAT THEY MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. THE 36 MODULES FOR "INSTRUMENT MAINTENANCE" ARE AVAILABLE AS VT 005 956-VT 005 962. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 009. THESE FIVE MODULES COVER VOLT METERS, AMMETERS, DC VOLTMETERS, OHMMETERS, AND DC WATTMETERS AND WATTHOUR METERS. TRAINING FILM TITLES ARE (1) MAINTAINING MAGNETS IN INDUSTRY, (2) BASIC ELECTRICAL CONCEPTS, (3) CONVERTING ALTERNATING CURRENT TO DIRECT CURRENT, (4) OHM'S LAW AND BASIC ELECTRICAL CIRCUITS, AND (5) POWER AND ENERGY: THEIR RELATIONSHIP TO CIRCUITS. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 957
INSTRUMENT MAINTENANCE 1. UNITS 6-10 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 259P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *EQUIPMENT MAINTENANCE; *INSTRUMENTATION TECHNICIANS; INSTRUMENTATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES

ABSTRACT - THESE FIVE MODULES ARE PART OF A 36-MODULE, 1-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR ELECTRICAL, TEMPERATURE, ELECTROCHEMICAL, AND RADIATION TEST INSTRUMENTS. SOME TOPICS IN THESE MODULES ARE (1) FUNDAMENTALS OF MOVING-IRON AND REPULSION-TYPE INSTRUMENTS, (2) AC VOLTMETERS AND TRANSFORMERS, (3) ELECTRODYNAMOMETER INSTRUMENTS, (4) DC MOTORS, AND (5) DC ELECTRIC MOTOR SYMBOLS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) ALTERNATING CURRENT FUNDAMENTALS, (2) TRANSFORMER PRINCIPLES, (3) USING THREE PHASE POWER IN INDUSTRY, (4) DC MOTOR FUNDAMENTALS, AND (5) LEARNING TO READ THE ELECTRICAL LANGUAGE. THE 36 MODULES FOR "INSTRUMENT MAINTENANCE" ARE AVAILABLE AS VT 005 956-VT 005 962. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 009. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 958
INSTRUMENT MAINTENANCE 1. UNITS 11-15 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 223P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *EQUIPMENT MAINTENANCE; *INSTRUMENTATION TECHNICIANS; INSTRUMENTATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES

ABSTRACT - THESE FIVE MODULES ARE PART OF A 36-MODULE, 1-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR ELECTRICAL, TEMPERATURE, ELECTROCHEMICAL, AND RADIATION TEST INSTRUMENTS. SOME TOPICS IN THESE MODULES ARE (1) SINGLE PHASE AC MOTORS, (2) THREE PHASE AC MOTORS, (3) MEASURING WITH GRAPHIC RECORDING INSTRUMENTS, (4) USING WATTHOUR METERS, (5) INDUCTANCE AND CAPACITANCE IN CIRCUITS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) SINGLE PHASE AC MOTORS, (2) CONTROLLING AC MOTORS, (3) MEASURING ELECTRICAL QUANTITIES--A MAINTENANCE ESSENTIAL, (4) GENERATION, TRANSMISSION, AND DISTRIBUTION OF ELECTRICITY, AND (5) USING VECTORS TO SIMPLIFY AC CIRCUITS. THE 36 MODULES FOR "INSTRUMENT MAINTENANCE" ARE AVAILABLE AS VT

005 956-VT 005 962. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 009. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 959
INSTRUMENT MAINTENANCE 1. UNITS 16-20 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 194P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *EQUIPMENT MAINTENANCE; *INSTRUMENTATION TECHNICIANS; INSTRUMENTATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES

ABSTRACT - THESE FIVE MODULES ARE PART OF A 36-MODULE, 1-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR ELECTRICAL, TEMPERATURE, ELECTROCHEMICAL, AND RADIATION TEST INSTRUMENTS. SOME TOPICS IN THESE MODULES ARE (1) PARALLEL RESISTANCE, INDUCTANCE, AND CAPACITANCE CIRCUITS, (2) TOTALIZING AND DEMAND METERS, (3) PRESSURE AND VACUUM GAGES, (4) MEASURING LIQUIDS, AND (5) FLOWMETERING. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) USING VECTORS TO ANALYZE AC PARALLEL CIRCUITS, (2) DEMAND METERS, (3) HOW PRESSURES, VOLUME, AND TEMPERATURE AFFECT EACH OTHER, (4) MEASURING TOOLS HELPFUL TO THE INSTRUMENT MAN, AND (5) PRINCIPLES OF POWER HYDRAULICS AND PUMPS RELATED TO FLOWMETERING. THE 36 MODULES FOR "INSTRUMENT MAINTENANCE" ARE AVAILABLE AS VT 005 956-VT 005 962. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 009. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 960
INSTRUMENT MAINTENANCE 1. UNITS 21-25 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 195P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *EQUIPMENT MAINTENANCE; *INSTRUMENTATION TECHNICIANS; INSTRUMENTATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; TRANSPARENCIES

ABSTRACT - THESE FIVE MODULES ARE PART OF A 36-MODULE, 1-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR ELECTRICAL, TEMPERATURE, ELECTROCHEMICAL, AND RADIATION TEST INSTRUMENTS. SOME TOPICS IN THESE MODULES ARE (1) PRINCIPLES AND METHODS OF TEMPERATURE MEASUREMENTS, (2) THERMOCOUPLES AND MILLIVOLT-METER PYROMETERS, (3) ELECTRONIC RECORDERS AND CONTROLLERS, (4) RADIATION AND OPTICAL PYROMETERS, AND (5) SPEED MEASUREMENT INSTRUMENTS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) TEMPERATURE SCALES AND FILLED THERMOMETERS, (2) THERMOCOUPLES, RADIATION AND OPTICAL PYROMETERS, (3) ELECTRONIC RECORDERS AND CONTROLLERS, AND (4) SPEED CONTROL OF DC MOTORS WITH THE MAGNETIC AMPLIFIER. THE 36 MODULES FOR "INSTRUMENT MAINTENANCE" ARE AVAILABLE AS VT 005 956-VT 005 962. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 009. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 961
INSTRUMENT MAINTENANCE 1. UNITS 26-30 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 187P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *EQUIPMENT MAINTENANCE; *INSTRUMENTATION TECHNICIANS; INSTRUMENTATION; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; TRANSPARENCIES

ABSTRACT - THESE FIVE MODULES ARE PART OF A 36-MODULE, 1-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR ELECTRICAL, TEMPERATURE, ELECTROCHEMICAL, AND RADIATION TEST INSTRUMENTS. SOME TOPICS IN THESE MODULES ARE (1) ELECTROCHEMICAL MEASUREMENTS, (2) TELEMETERING SYSTEMS, (3) RESISTANCE THERMOMETERS, (4) VACUUM AND GAS TUBES, AND (5) SEMICONDUCTORS AND TRANSISTORS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) THE PH SYSTEM AND PH METERS, (2) TELEMETERING SYSTEMS, (3) RESISTANCE THERMOMETERS, (4) VACUUM AND GAS TUBES, AND (5) SEMICONDUCTORS AND TRANSISTORS. THE 36 MODULES FOR "INSTRUMENT MAINTENANCE" ARE AVAILABLE AS VT 005 956-VT 005 962. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 009. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 005 962
INSTRUMENT MAINTENANCE 1. UNITS 31-36 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 247P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *EQUIPMENT MAINTENANCE; *INSTRUMENTATION TECHNICIANS; ADULT

VOCATIONAL EDUCATION; INSTRUMENTATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; TRANSPARENCIES

ABSTRACT - THESE LAST SIX MODULES ARE PART OF A 36-MODULE, 1-YEAR COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF MAINTENANCE PRACTICES FOR ELECTRICAL, TEMPERATURE, ELECTROCHEMICAL, AND RADIATION TEST INSTRUMENTS. SOME TOPICS IN THESE MODULES ARE (1) RADIATION TRANSDUCERS, (2) ELECTRICAL MEASURING AND CONTROL GAUGES, (3) INSPECTION TRANSDUCERS, (4) ULTRASONIC INSPECTION TECHNIQUES, (5) SUMMARY OF INSTRUMENTATION, AND (6) A REVIEW OF ELECTRICAL LAWS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) RADIATION TRANSDUCERS, (2) ELECTRICAL GAUGES FOR MEASURING AND CONTROL, (3) QUALITY CONTROL AND INSPECTION TRANSDUCERS, (4) ULTRASONIC INSPECTION, AND (5) REVIEWING OUR ABILITY TO USE THE LAWS OF ELECTRICITY. THE 36 MODULES FOR "INSTRUMENT MAINTENANCE" ARE AVAILABLE AS VT 005 956-VT 005 962. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 009. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 006   ED 021 149
AUTOMOTIVE DIESEL MAINTENANCE. PROGRAM OUTLINE .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (RENTAL $1.75 PER WEEK).
PUB DATE - 1MAR68 22P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; MOTOR VEHICLES; EQUIPMENT MAINTENANCE

ABSTRACT - INFORMATIONAL TOPICS COVERED IN THE TEXT MATERIALS AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR A 2-YEAR, 55 MODULE PROGRAM IN AUTOMOTIVE DIESEL MAINTENANCE ARE GIVEN. THE 30 MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655-VT 005 684, AND THE 25 MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685-VT 005 709. (HC)

VT 006 007
MECHANICAL MAINTENANCE PRACTICES. PROGRAM OUTLINE .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341CARNEGIE AVENUE, CLEVELAND, OHIO 44114.
PUB DATE -   ND   22P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE REPAIRMEN; *EQUIPMENT MAINTENANCE; KINETICS; HYDRAULICS; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED INSTRUCTION; TRANSPARENCIES

ABSTRACT - INFORMATIONAL TOPICS COVERED IN THE TEXT MATERIALS AND SELF-INSTRUCTIONAL BRANCH PROGRAMMED TRAINING FILMS FOR A 2-YEAR, 60-MODULE PROGRAM IN MECHANICAL MAINTENANCE ARE GIVEN. THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 1" ARE AVAILABLE AS VT 005 875-VT 005 880 AND THE 30 MODULES FOR "MECHANICAL MAINTENANCE PRACTICES 2" ARE AVAILABLE AS VT 005 881-VT 005 886. (HC)

VT 006 009
INSTRUMENT MAINTENANCE. PROGRAM OUTLINE .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE -   ND   13P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUACTION; INSTRUCTIONAL FILMS; TRANSPARENCIES; *INSTRUMENTATION; *EQUIPMENT MAINTENANCE; *INSTRUMENTATION TECHNICIANS

ABSTRACT - INFORMATIONAL TOPICS COVERED IN THE TEXT MATERIALS AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR A 1-YEAR, 36-MODULE PROGRAM IN ELECTRICAL, TEMPERATURE, ELECTROCHEMICAL, AND RADIATION TEST INSTRUMENT MAINTENANCE ARE GIVEN. THE 36 MODULES FOR "INSTRUMENT MAINTENANCE" ARE AVAILABLE AS VT 005 956-VT 005 962. (EM)

VT 006 029
ELECTRICAL MAINTENANCE PRACTICES PROGRAM OUTLINE .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115.
PUB DATE -   67 30P.

DESCRIPTORS - *ELECTRICIANS; *CURRICULUM GUIDES; *ELECTRICAL SYSTEMS; *TRADE AND INDUSTRIAL EDUCATION; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; TRANSPARENCIES

ABSTRACT - INFORMATIONAL TOPICS COVERED IN THE TEXT MATERIALS AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR A 3-YEAR, 90-MODULE PROGRAM IN ELECTRICAL MAINTENANCE ARE GIVEN. THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1 ARE AVAILABLE AS VT 006 030-VT 006 035, FOR ELECTRICAL MAINTENANCE PRACTICES 2 ARE AVAILABLE AS VT 006 036-VT 006 041, AND FOR ELECTRICAL MAINTENANCE PRACTICES 3 ARE AVAILABLE AS VT 006 042-VT 006 047. (EM)

VT 006 030
ELECTRICAL MAINTENANCE PRACTICES 1. UNITS 1-5 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - 66 239P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; TRANSPARENCIES; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL EDUCATION COURSES FOR ELECTRICAL MAINTENANCE MEN. THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT MATTER SPECIALISTS AND WAS TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE MODULES CONSIST OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, TRAINEE TEXT MATERIAL, AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. REPRODUCTIONS OF THE TRAINING FILMS WITH PROGRAM BRANCHING INFORMATION ARE INCLUDED SO THAT THEY MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THESE FIVE MODULES COVER (1) THE ROLE OF THE MAINTENANCE MAN, (2) BASIC ELECTRICAL CONCEPTS, (3) CONVERTING HEAT TO ELECTRICITY BY MAGNETISM, (4) RESISTANCE AND RESISTORS, AND (5) OHM'S AND KERCHHOFF'S LAWS. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 031
ELECTRICAL MAINTENANCE PRACTICES 1. UNITS 6-10 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - 65 226P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; TRANSPARENCIES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE (1) GENERATION, TRANSMISSION, AND DISTRIBUTION OF ELECTRICITY, (2) GROUNDING EQUIPMENT, (3) MOTORS FOR MATERIALS HANDLING, (4) DIRECT CURRENT MOTORS, AND (5) VARIABLE VOLTAGE DC MOTORS AND GENERATORS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE (1) GENERATION, TRANSMISSION, AND DISTRIBUTION OF ELECTRICITY, (2) USING ELECTRICITY SAFELY AND EFFICIENTLY, (3) CHOOSING POWER TO SUPPLY MOTORS USED FOR LIFTING AND HANDLING MATERIALS, (4) DC MOTORS IN MODERN INDUSTRY, AND (5) VARIABLE VOLTAGE DC MOTORS AND GENERATORS. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 032
ELECTRICAL MAINTENANCE PRACTICES 1. UNITS 11-15 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - 66 217P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) ROTATING AND MAGNETIC DC REGULATORS, (2) ALTERNATING CURRENT AND ROTATING FIELDS, (3) SINGLE PHASE AC MOTORS, (4) RESISTANCE AND INDUCTANCE, AND (5) CAPACITANCE. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) ROTATING AND MAGNETIC DC REGULATORS, (2) INTRODUCING ALTERNATING CURRENT AND ROTATING FIELDS, (3) SINGLE PHASE AC MOTORS, (4) RESISTANCE AND INDUCTANCE AS CIRCUIT ELEMENTS, AND (5) CAPACITANCE IN AC AND DC CIRCUITS. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 033
ELECTRICAL MAINTENANCE PRACTICES 1. UNITS 16-20 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - 66 222P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; TRANSPARENCIES; PROGRAMED

MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) AC SERIES CIRCUITS, (2) AC PARALLEL CIRCUITS, (3) ELECTRICAL SYMBOLS AND DIAGRAMS, (4) ELECTRICAL MEASUREMENT INSTRUMENTS, AND (5) SINGLE PHASE TRANSFORMERS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) SERIES AC CIRCUIT FUNDAMENTALS, (2) PARALLEL AC CIRCUIT FUNDAMENTALS, (3) LEARNING TO READ THE ELECTRICAL LANGUAGE, (4) MEASURING ELECTRICAL QUANTITIES--A MAINTENANCE ESSENTIAL, AND (5) REDUCING THE VOLTAGE FOR DISTRIBUTION WITH SINGLE PHASE TRANSFORMERS. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 034
ELECTRICAL MAINTENANCE PRACTICES 1. UNITS 21-25 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 240P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) SINGLE PHASE TRANSFORMERS, (2) THREE PHASE CIRCUITS, (3) DC MOTOR CONTROLS, (4) SQUIRREL CAGE INDUCTION MOTORS, AND (5) WOUND ROTOR INDUCTION MOTORS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) TRANSFORMER PRINCIPLES, (2) USING THREE PHASE POWER IN INDUSTRY, (3) UNDERSTANDING DC MOTOR CONTROLS, (4) THE SQUIRREL CAGE MOTOR--INDUSTRIAL WORKHORSE, AND (5) THE WOUND ROTOR INDUCTION MOTOR. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 045. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 035
ELECTRICAL MAINTENANCE PRACTICES 1. UNITS 26-30 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 221P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) SYNCHRONOUS MOTORS, (2) BASIC MOTOR CONTROLS, (3) MOTOR AND CONTROL MAINTENANCE, (4) VACUUM TUBES, AND (5) TETRODES, PENTRODES, AND GAS TUBES. SELF-INSTRUCTIONAL BRANCH PROGAMED TRAINING FILMS FOR THESE ARE: (1) POWER FACTOR, (2) MOTOR PROTECTION, (3) SAFETY AND ELECTRICAL MAINTENANCE, (4) VACUUM TUBES, AND (5) TRIODES, TETRODES, AND PENTRODES. THE 90 MODULES FOR ELECTRICAL MAINTENANCE 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 036
ELECTRICAL MAINTENANCE PRACTICES 2. UNITS 1-5 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 218P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; PROGRAMED MATERIALS; TRANSPARENCIES; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT-MATTER SPECIALISTS AND WAS TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE MODULES CONSIST OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, TRAINEE TEXT MATERIALS, AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. REPRODUCTIONS OF THE TRAINING FILMS WITH PROGRAM BRANCHING INFORMATION ARE INCLUDED SO THAT THEY MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3

ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THESE FIVE MODULES COVER (1) CONTROL OF DC MOTORS, (2) SYNCHRONOUS AND INDUCTION MOTOR DRIVES, (3) SCHEMATIC DIAGRAMS OF INDUSTRIAL CONTROL, (4) REGULATING VARIABLE VOLTAGE SYSTEMS, AND (5) ROTOTROL APPLICATIONS. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 037
ELECTRICAL MAINTENANCE PRACTICES 2. UNITS 6-10 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 225P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) VARIABLE VOLTAGE DC CONTROL, (2) VARIABLE SPEED DRIVES, (3) STATIC RECTIFIERS, (4) METALLIC AND SEMICONDUCTOR RECTIFIERS, AND (5) THE SATURABLE REACTOR CONTROL AND AMPLIFIER. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) ELECTROMAGNETIC INDUCTION, (2) GENERATORS, (3) DC METER THEORY, (4) AC METERS, AND (5) CONCEPTS OF ALTERNATING CURRENT. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 038
ELECTRICAL MAINTENANCE PRACTICES 2. UNITS 11-15 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 278P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) MAGNETIC AMPLIFIERS, (2) SELF-SYNCHRONIZING INDUCTION MOTORS, (3) BASIC ELECTRICAL METERS, (4) MEASUREMENT OF CURRENT, VOLTAGE, AND POWER, AND (5) VOLTMETERS AND OSCILLOSCOPES. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) INDUCTANCE, (2) CAPACITANCE, (3) TRANSFORMERS, (4) POWER IN AC CIRCUITS, AND (5) ELECTRON EMISSION AND DIODES. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 039
ELECTRICAL MAINTENANCE PRACTICES 2. UNITS 16-20 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 223P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; ELECTRONIC CONTROLS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS OF THESE MODULES ARE: (1) ELECTRONIC CONTROLS, (2) TUBE TYPE RECTIFIERS, (3) VOLTAGE MULTIPLIER, (4) ELECTRONIC FILTERS, AND (5) ELECTRONIC VOLTAGE REGULATORS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) TRIODES, (2) MULTIPLE GRID VACUUM TUBES, (3) AMPLIFIERS, (4) USING THE OSCILLOSCOPE, AND (5) TROUBLE SHOOTING POWER SUPPLIES. THE 90 MODULES FOR ELECTRICAL MAINTANANCE 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 040
ELECTRICAL MAINTENANCE PRACTICES 2. UNITS 21-25 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 243P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; TRANSPARENCIES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS;

*ELECTRICAL MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) DIODES AND TRIODES, (2) MERCURY POOL TUBES, (3) PHOTOELECTRIC CELLS, (4) BASIC CONTROL SYSTEMS AND TERMINOLOGY, AND (5) THE SELF-BALANCING POTENTIOMETER. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) FILTERS, (2) THYRATRONS, IGNITIONS, AND RELATED TUBES, (3) PHOTOELECTRIC RELAY SYSTEMS, (4) CONTROL TERMINOLOGY AND METHODS OF AUTOMATIC CONTROL, AND (5) USING A TUBE MANUAL. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 041
ELECTRICAL MAINTENANCE PRACTICES 2. UNITS 26-30 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 214P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; TRANSISTORS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) TRANSISTORS, (2) SEMICONDUCTORS, (3) JUNCTION DIODES, (4) BASIC TRANSISTOR CIRCUITS, AND (5) TRANSISTOR CHARACTERISTICS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) INTRODUCTION TO TRANSISTORS, (2) INTRODUCING THE ATOM, (3) SEMICONDUCTORS AND JUNCTION DIODES, (4) TRANSISTOR FUNDAMENTALS--BASIC CIRCUITS, AND (5) TRANSISTOR BIASING AND STABILIZATION TECHNIQUES. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 042
ELECTRICAL MAINTENANCE PRACTICES 3. UNITS 1-5 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 237P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; ELECTRIC MOTORS; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL EDUCATION COURSES FOR ELECTRICAL MAINTENANCE. THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT MATTER SPECIALISTS AND WAS TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE MODULES CONSIST OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, TRAINEE TEXT MATERIAL, AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. REPRODUCTION OF THE TRAINING FILMS WITH PROGRAM BRANCHING INFORMATION ARE INCLUDED SO THAT THEY MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THESE FIVE MODULES COVER (1) DC CIRCUITS, (2) AC CIRCUITS, (3) DC MOTORS, (4) DC MOTOR CONTROL, AND (5) AC MOTOR CONTROL. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 043
ELECTRICAL MAINTENANCE PRACTICE 3. UNITS 6-10 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 224P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; ELECTRONIC CONTROLS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE. SOME TOPICS IN THESE MODULES ARE: (1) VACUUM TUBES, (2) DC MOTOR CONTROLS AND REGULATORS, (3) ELECTRON TUBES, (4) SATURABLE REACTORS, AND (5) MAGNETIC AMPLIFIERS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) VACUUM TUBE OPERATIONS, (2) TUBE TYPE DC MOTOR CONTROLS, (3) SEMICONDUCTORS IN MODERN INDUSTRY, (4) SATURABLE REACTORS, AND (5) MAGNETIC AMPLIFIERS. THE 90 MODULES FOR

ELECTRICAL MAINTENANCE PRACTICE 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 044
ELECTRICAL MAINTENANCE PRACTICES 3. UNITS 11-15 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 212P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS
IDENTIFIERS - TRANSDUCERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) MAGNETIC PREAMPLIFIERS, (2) DC MOTOR SPEED CONTROL, (3) SENSORS AND TRANSDUCERS, (4) MECHANICAL TRANSDUCERS, AND (5) ELECTRICAL TRANSDUCERS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) MAGNETIC AMPLIFIER OPERATION, (2) ULTRAFLEX-M MAGNETIC AMPLIFIER DRIVE, (3) BASIC PRINCIPLES OF CLOSED LOOP SYSTEMS, (4) UNDERSTANDING MECHANICAL TRANSDUCERS, AND (5) ELECTRICAL TRANSDUCERS--KEY TO AUTOMATION. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 045
ELECTRICAL MAINTENANCE PRACTICES 3. UNITS 16-20 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 220P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; TRANSISTORS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) TRANSDUCERS, (2) SEMICONDUCTORS, (3) SEMICONDUCTOR DIODES, AND (4) TRANSISTORS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) PRACTICAL APPLICATIONS OF TRANSDUCERS, (2) SEMICONDUCTORS AND SOLID STATE ELECTRONICS, (3) SEMICONDUCTOR DIODES AND THEIR MANY USES, (4) SEMICONDUCTOR DIODE APPLICATIONS, AND (5) THE TRANSISTOR--MODERN ELECTRONIC MIRACLE. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICE 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 046
ELECTRICAL MAINTENANCE PRACTICES 3. UNITS 21-25 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL PER MODULE).
PUB DATE - ND 228P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; ELECTRICAL SYSTEMS; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; TRANSISTORS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE (1) TRANSISTORS, (2) BASIC TRANSISTOR AMPLIFIERS, (3) SEMICONDUCTORS AND TUBES, (4) DIODE AND TRANSISTOR SWITCHES, AND (5) USES OF SEMICONDUCTORS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) SILICON VS. GERMANIUM TRANSISTORS, (2) UNDERSTANDING TRANSISTOR AMPLIFIERS, (3) SEMICONDUCTORS VS. TUBES AS SIGNAL AMPLIFIERS AND POWER CONVERTERS, (4) DIODE AND TRANSISTOR SWITCHING, AND (5) SPECIAL SEMICONDUCTOR APPLICATIONS IN INDUSTRY. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 066 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 047
ELECTRICAL MAINTENANCE PRACTICES 3. UNITS 26-30 .

HUMAN ENGINEERING INST., CLEVELAND, OHIO
HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 ($1.75 PER WEEK RENTAL).
PUB DATE - ND 224P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION;

*ELECTRICIANS; *EQUIPMENT MAINTENANCE; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS
IDENTIFIERS - SILICON CONTROLLED RECTIFIERS

ABSTRACT - THESE FIVE MODULES ARE PART OF A 1-YEAR, 30-MODULE COURSE DESIGNED TO DEVELOP STUDENT UNDERSTANDING OF INDUSTRIAL, ELECTRICAL MAINTENANCE PRACTICES IN ADULT VOCATIONAL COURSES FOR ELECTRICAL MAINTENANCE MEN. SOME TOPICS IN THESE MODULES ARE: (1) SEMICONDUCTOR MAINTENANCE, (2) THYRISTORS, AND (3) SILICON CONTROLLED RECTIFIERS. SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR THESE ARE: (1) VARIABLE SPEED DRIVE REVOLUTION USING SCRS, (2) SEMICONDUCTORS AND TRANSISTORS, (3) UNDERSTANDING THE SILICON CONTROLLED RECTIFIER, (4) SCRS IN INDUSTRIAL CONTROL, AND (5) SCR MOTOR CONTROL AND CIRCUIT PROTECTION. THE 90 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047. A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029. THIS INSTRUCTIONAL SYSTEM AND THE ELECTRONIC TUTOR MAY BE RENTED OR PURCHASED. (EM)

VT 006 169
COURSE OUTLINES, DIVISION OF ENGINEERING TECHNOLOGIES .

GASTON COLL., NORTH CAROLINA. DIV. OF ENGINEERING TECHNOLOGIES
PUB DATE - JAN68 139P.

DESCRIPTORS - *CURRICULUM GUIDES; TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM; *PROGRAM GUIDES; *ENGINEERING TECHNICIANS; PRODUCTION TECHNICIANS; TECHNICAL EDUCATION; JUNIOR COLLEGES; RESOURCE MATERIALS
IDENTIFIERS - ENGINEERING TECHNOLOGY

ABSTRACT - THIS SERIES OF COURSE OUTLINES ENCOMPASSES THE OFFERINGS IN ENGINEERING TECHNOLOGY AND WAS DEVELOPED BY THE FACULTY OF THAT DIVISION FOR ITS OWN USE. THE 88 OUTLINES ARE GROUPED UNDER BASIC STUDIES, CIVIL ENGINEERING TECHNOLOGY, ELECTRICAL AND ELECTRONICS ENGINEERING TECHNOLOGY, INDUSTRIAL ENGINEERING TECHNOLOGY, AND MECHANICAL AND PRODUCTION ENGINEERING TECHNOLOGY. EACH OUTLINE PROVIDES A BRIEF COURSE DESCRIPTION, COURSE TEXTBOOKS, REFERENCES, AND TIME ALLOTMENTS FOR EACH LECTURE TOPIC AND LABORATORY ACTIVITY. TEACHERS IN THESE PROGRAMS SHOULD HAVE A SCIENCE OR ENGINEERING BACKGROUND AND THE STUDENTS SHOULD BE HIGH SCHOOL GRADUATES WITH TWO UNITS OF ALGEBRA. EACH COURSE IS DESIGNED FOR ONE 11-WEEK QUARTER WITH A STUDENT CONTACT HOUR RANGE OF 33 TO 88 HOURS. (EM)

VT 006 179
RICE, J. WADE, ED.
TECHNICAL AIDS FOR SMALL BUSINESS. ANNUAL NO. 1 .

SMALL BUSINESS ADMINISTRATION, WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (SBA1.11/2:1, $1.00).
PUB DATE - 56 237P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *MANUFACTURING INDUSTRY; *REFERENCE MATERIALS; *EQUIPMENT UTILIZATION; MACHINE TOOLS; *EQUIPMENT MAINTENANCE

ABSTRACT - TECHNICAL AIDS FOR SMALL BUSINESS WERE PUBLISHED FIRST IN THE SUMMER OF 1952 AS A BIWEEKLY SERIES AND THE 23 ISSUES THROUGH JUNE 1953 ARE COMBINED IN THIS FIRST ANNUAL VOLUME. THE SUBJECT MATTER OF THE AIDS IS GROUPED INTO: (1) OPERATIONS, (2) CARE AND MAINTENANCE, AND (3) RECENT TECHNICAL DEVELOPMENTS. THE CHAPTERS ARE WRITTEN TO BE CLEAR, CONCISE, FACTUAL, AND SHORT ENOUGH THAT BUSY OWNERS AND OPERATORS WOULD BE ABLE TO READ THEM QUICKLY AND APPLY THE INFORMATION THEY CONTAIN. SOME OF THE CHAPTER TITLES THAT ARE CONTAINED IN THIS VOLUME ARE: (1) PRECISION MEASUREMENT OF WORKPIECES, (2) GAGING TOLERANCE IN MACHINE SHOPS, (3) MACHINING ALUMINUM, (4) SURFACE CLEANING TECHNIQUES, (5) HOW TO SELECT THE RIGHT GRINDING WHEEL, (6) PROPER ALIGNMENT OF MACHINE TOOLS, (7) TAPS AND DIES, (8) LENGTHENING CUTTING TOOL LIFE, (9) MAINTENANCE OF POWER HAND TOOLS, AND (10) TITANIUM. AN ALPHABETICAL LIST OF REFERENCE SOURCES IS ALSO INCLUDED. (MM)

VT 006 180
RICE, J. WADE, ED.
TECHNICAL AIDS FOR SMALL BUSINESS. ANNUAL NO. 2.

SMALL BUSINESS ADMINISTRATION, WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (SBA1.11/2:2, $.50).
PUB DATE - 58 125P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *REFERENCE MATERIALS; *MANUFACTURING INDUSTRY; *EQUIPMENT UTILIZATION; *EQUIPMENT MAINTENANCE

ABSTRACT - THIS SECOND ANNUAL VOLUME INCLUDES 13 TECHNICAL AIDS FOR SMALL BUSINESS WHICH WERE ISSUED BETWEEN JULY 1953 AND JUNE 1955. THE MAJORITY WERE WRITTEN BY AUTHORITIES IN PRIVATE BUSINESS AND THE DIVERSIFICATION OF AUTHORS RESULTS IN A VARIETY OF APPROACHES. CHAPTER TITLES ARE: (1) ECONOMICS IN LUBRICATION, (2) ESSENTIALS OF GOOD PLANT LUBRICANTS, (3) HANDLING, STORING AND DISPENSING LUBRICANTS, (4) CARE OF HYDRAULIC SYSTEM, (5) FIRE PREVENTION IN SMALL BUSINESS, (6) PREVENTING MAINTENANCE IN THE SMALL PLANT, (7) REDUCING COSTS WITH JIGS, FIXTURES, AND GAGES, (8) USES OF TEMPLATES AND SCALE MODELS IN PLANT LAYOUTS, (9) REINFORCED PLASTICS, (10) ECONOMICAL CHIP BREAKERS FOR MACHINING STEEL, (10) GAS WELDING OF CAST IRON, (12) INVENTIONS: GOVERNMENT-OWNED; REGISTERED FOR LICENSE OR SALE; DEDICATED, AND (13) RADIOISOTOPES AND SMALL BUSINESS. (MM)

VT 006 226
LATINO, MABEL
MATHEMATICS FOR COSMETOLOGY .

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.
DIV. OF VOCATIONAL EDUCATION
RUTGERS, THE STATE UNIV., NEW BRUNSWICK,
N.J., CURRICULUM LAB.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY,
RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW
BRUNSWICK, NEW JERSEY 08903.
PUB DATE - JUL68 350P.

DESCRIPTORS - *TEXTBOOKS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COSMETOLOGISTS; *MATHEMATICS; HIGH SCHOOLS; PRETESTS; ACHIEVEMENT TESTS

ABSTRACT - THIS TEXTBOOK IS FOR STUDENT USE IN THE STUDY OF MATHEMATICS AS APPLIED TO THE OPERATION OF A BEAUTY SALON BUSINESS. IT WAS DEVELOPED AND TESTED BY A COMMITTEE OF BEAUTY CULTURE TEACHERS FOR USE IN HIGH SCHOOL COSMETOLOGY PROGRAMS. THE MATERIAL IS PRESENTED IN 52 LESSONS WITHIN THE UNIT TOPICS OF (1) WHOLE NUMBERS, (2) FRACTIONS, (3) DECIMALS, (4) PERCENTAGE, (5) RATIO AND PROPORTION, (6) MEASUREMENTS, (7) TAXES, (8) INSURANCE, AND (9) ACCOUNTS. EACH LESSON GIVES THE STUDENT THE OBJECTIVES, RELATED INFORMATION, AND ASSIGNMENTS WHICH ARE WRITTEN AS PRACTICAL APPLICATION PROBLEMS IN THE LANGUAGE OF THE FIELD AND ARE SUPPLEMENTED WITH SAMPLE BUSINESS FORMS. THE MATERIAL MAY BE USED BY HIGH SCHOOL BEAUTY CULTURE STUDENTS THROUGHOUT A 2-YEAR PROGRAM, AND STUDY SHOULD BE DIRECTED BY A CERTIFIED BEAUTY CULTURE OR MATHEMATICS INSTRUCTOR. PRETESTS AND ACHIEVEMENT TESTS FOR EACH UNIT AND A COMPREHENSIVE FINAL EXAMINATION ARE INCLUDED. (HC)

VT 006 233
COSMETOLOGY, CENTRAL HIGH SCHOOL, GRADES 11
AND 12 . CURRICULUM BULLETIN NUMBER 268.

CINCINNATI PUBLIC SCHOOLS, OHIO
CINCINNATI PUBLIC SCHOOLS, 230 EAST NINTH
STREET, CINCINNATI, OHIO 45202 ($2.50).
PUB DATE - 63 104P.

DESCRIPTORS - *CURRICULUM GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COSMETOLOGY; *COSMETOLOGISTS; OCCUPATIONAL INFORMATION; GRADE 11; GRADE 12; PHOTOGRAPHS; BIBLIOGRAPHIES; INSTRUCTIONAL AIDS

ABSTRACT - GUIDELINES FOR TEACHER USE IN DEVELOPING LESSON PLANS FOR A 2-YEAR JUNIOR AND SENIOR LEVEL COSMETOLOGY COURSE ARE PRESENTED. THE CURRICULUM MATERIAL WAS DEVELOPED BY LOCAL TEACHERS AND SUPERVISORS AND TESTED IN CLASSROOMS FOR ONE YEAR BEFORE PUBLICATION. THE INSTRUCTIONAL UNITS ARE: (1) ORIENTATION, (2) BACTERIOLOGY, STERILIZATION AND SANITATION, (3) CARE AND TREATMENT OF HAIR, SKIN, AND NAILS, (4) THE SCIENCE OF COSMETOLOGY, AND (5) THE MANAGEMENT OF A BEAUTY SALON. EACH UNIT CONTAINS: (1) OBJECTIVES, (2) CONTENT, (3) VOCABULARY, (4) SUGGESTED TEACHER-PUPIL ACTIVITIES, (5) PUPIL EVALUATION SUGGESTIONS, (6) A LIST OF AUDIO-VISUAL MATERIAL, (7) A BIBLIOGRAPHY, AND (8) A SUGGESTED TIME ALLOTMENT. PHOTOGRAPHS ILLUSTRATE THE CONTENT. THE APPENDIX CONTAINS A SUMMARY OF THE OHIO COSMETOLOGY RULES AND REGULATIONS, A SAMPLE CLASS PROGRESS CHART, AND A PUPIL OPERATION SHEET. (FP)

VT 006 292 ED 025 613
RICHARDSON, HARRY D.
INDUSTRIAL RADIOGRAPHY INSTRUCTOR'S GUIDE .

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF VOCATIONAL AND TECHNICAL EDUCATION
ATOMIC ENERGY COMMISSION, WASHINGTON, D.C.
DIV. OF NUCLEAR EDUCATION AND TRAINING
OE-84034
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(FS5.284:84034, $.40).
PUB DATE - MAR68 62P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; RADIATION; *RADIOGRAPHERS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT
IDENTIFIERS - *NONDESTRUCTIVE TESTING; INDUSTRIAL RADIOGRAPHY

ABSTRACT - THE CURRICULUM GUIDE WAS DEVELOPED FOR TEACHER USE IN AN 80-HOUR COURSE FOR INDUSTRIAL RADIOGRAPHERS. THE UNITS INCLUDE: (1) THE STRUCTURE OF MATTER AND RADIATION, (2) NUCLEAR REACTIONS AND RADIOISOTOPES, (3) THE NATURE AND CONSEQUENCES OF RADIATION EXPOSURE, (4) RADIATION ATTENUATION, (5) ABSORPTION OF RADIATION, (6) RADIATION DETECTION AND MEASUREMENT, (7) THE EFFECT OF RADIATION ON THE ORGANS AND TISSUES OF THE BODY, (8) INTRODUCTION TO RADIOGRAPHY, (9) ELEMENTS OF RADIOGRAPHY, (10) RADIOGRAPHIC FILM, (11) RADIOGRAPHY TECHNIQUES, (12) INTERPRETATION OF RADIOGRAPHS, AND (13) GOVERNMENT LICENSING, HEALTH, AND TRANSPORTATION REGULATIONS FOR RADIOGRAPHY. EACH UNIT GIVES OBJECTIVES, APPARATUS OR AIDS REQUIRED, CONTENT OUTLINE, AND ASSIGNMENTS IN A STUDY GUIDE (VT 006 294) AND TEXT (VT 006 293). (EM)

VT 006 293 ED 025 614
RICHARDSON, HARRY D.
INDUSTRIAL RADIOGRAPHY MANUAL .

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF VOCATIONAL AND TECHNICAL EDUCATION
ATOMIC ENERGY COMMISSION, WASHINGTON, D.C.
DIV. OF NUCLEAR EDUCATION AND TRAINING
OE-84036
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(FS5.284:84036, $1.25).
PUB DATE - MAR68 179P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *RADIOGRAPHERS; RADIATION; *ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *NONDESTRUCTIVE TESTING; INDUSTRIAL RADIOGRAPHY

ABSTRACT - THIS TEXT WAS DEVELOPED FOR USE BY STUDENTS IN AN 80-HOUR COURSE FOR INDUSTRIAL RADIOGRAPHERS. CHAPTER HEADINGS ARE: (1) THE STRUCTURE OF MATTER, (2) RADIATION AND RADIATION MACHINES, (3) NUCLEAR REACTIONS AND RADIOISOTOPES, (4) INTERACTION OF RADIATION

WITH MATTER, (5) RADIATION DETECTION AND MEASUREMENT, (6) THE NATURE AND CONSEQUENCES OF RADIATION EXPOSURE, (7) THE EFFECT OF RADIATION ON THE ORGANS AND TISSUES OF THE BODY, (8) INTRODUCTION TO RADIOGRAPHY, (9) ELEMENTS OF INDUSTRIAL RADIOGRAPHY, (10) RADIOGRAPHIC FILM, (11) RADIOGRAPHY TECHNIQUES, (12) INTERPRETATION OF RADIOGRAPHS, AND (13) GOVERNMENT LICENSING, HEALTH, AND TRANSPORTATION REGULATIONS FOR ISOTOPE RADIOGRAPHY. A STUDY GUIDE (VT 006 294) AND INSTRUCTOR'S GUIDE (VT 006 292) ARE ALSO AVAILABLE; EACH HAS THE SAME TOPICAL ARRANGEMENT AS THIS TEXT. (EM)

VT 006 316 ED 027 377
A MANUAL OF INSTRUCTION FOR LOG SCALING AND THE MEASUREMENT OF TIMBER PRODUCTS .

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE. DIV. OF TRADE AND INDUSTRIAL EDUCATION
VO-ED-NO-38
PUB DATE - ND 123P.

DESCRIPTORS - *MANUALS; *FORESTRY; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL AGRICULTURE; NATURAL RESOURCES; TREES; LUMBER INDUSTRY; TEXTBOOKS; *FORESTRY OCCUPATIONS

ABSTRACT - THIS MANUAL WAS DEVELOPED BY A STATE ADVISORY COMMITTEE IN IDAHO TO IMPROVE AND STANDARDIZE LOG SCALING AND PROVIDE A REFERENCE IN TRAINING MEN FOR THE JOB OF LOG SCALING IN TIMBER MEASUREMENT. THE CONTENT INCLUDES: (1) AN INTRODUCTION CONTAINING THE SCOPE OF THE MANUAL, A DEFINITION AND HISTORY OF SCALING, THE REASONS FOR SCALING, AND THE RESPONSIBILITIES AND QUALIFICATIONS OF THE SCALER, (2) SAFE PRACTICES IN LOG SCALING, (3) PRINCIPLES OF LOG SCALING CONTAINING UNITS OF MEASURE, THEORY AND USE OF THE LOG RULE, SCALING EQUIPMENT, LOG MEASUREMENTS, MERCHANT ABILITY, NUMBERING AND LETTERING OF LOGS, OVER-RUN AND UNDER-RUN, RECORDS AND REPORTS, NON-UTILIZATION SCALING, AND CHECK SCALING, (4) IDENTIFICATION OF TREE SPECIES, (5) LOG DEFECTS AND DETERMINATION OF DEDUCTIONS, (6) SCALING FROM THE STUMP, (7) MEASUREMENT OF POST, MINING TIMBER, POLES, PULP, AND LOG DECKS, AND (8) LOG GRADING. THERE ARE THIRTEEN TABLES AND 112 ILLUSTRATIONS SOME IN COLOR, SUPPLEMENTING THE PRINTED TEXT. (DM)

VT 006 395
HANDBOOK FOR TRADE EXTENSION TEACHERS .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICES
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.40).
PUB DATE - ND 37P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; EXTENSION EDUCATION; ILLUSTRATIONS; *INSERVICE TEACHER EDUCATION

ABSTRACT - THIS HANDBOOK WAS PREPARED BY TRADE AND INDUSTRIAL EDUCATION TEACHER EDUCATORS AS A GUIDE FOR CONDUCTING A 4-HOUR TRAINING PROGRAM FOR TRADE EXTENSION TEACHERS. LINE DRAWING CARTOON FIGURES ARE USED TO STRESS INSTRUCTIONAL POINTS OUTLINED WITHIN THE TOPICS OF CLASS ORGANIZATION AND MANAGEMENT, TEACHING AIDS, TEACHING METHODS, AND THE FOUR-STEP TEACHING METHOD. ILLUSTRATIONS ARE GIVEN FOR SUCH INSTRUCTIONAL MATERIALS AS THE PROGRESS RECORD, LESSON PLAN, AND ASSIGNMENT SHEET. TEACHER EDUCATORS SHOULD FURNISH EACH PARTICIPANTIN A TEACHER TRAINING SESSION WITH A COPY OF THE HANDBOOK WHICH IS DESIGNED TO STIMULATE THE TRADE EXTENSION TEACHER TO SEEK FURTHER INFORMATION WHICH WILL BE HELPFUL TO HIM AS A VOCATIONAL EDUCATION INSTRUCTOR. (HC)

VT 006 480
HUDIBURG, EVERETT
FIRE SERVICE TRAINING PROGRAMS--A GUIDE FOR THE DEVELOPMENT AND CONTINUATION OF PROGRESSIVE TRAINING.

OKLAHOMA STATE UNIV., STILLWATER. DEPT. OF FIRE PROTECTION
INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION, STILLWATER, OKLA.
THE FIRE PROTECTION DEPARTMENT, OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA 74074.
PUB DATE - 62 63P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *FIRE SCIENCE EDUCATION; *INSERVICE TEACHER EDUCATION; PROGRAM DEVELOPMENT; FACILITY REQUIREMENTS; CURRICULUM GUIDES; PROGRAM ADMINISTRATION

ABSTRACT - THIS PROGRAM GUIDE IS FOR USE IN INSTRUCTOR TRAINING COURSES FOR FIRE DEPARTMENT PERSONNEL. IT IS A GUIDE FOR THE DEVELOPMENT OF A LONG-RANGE TRAINING PROGRAM. THE AUTHOR COMPILED THE CONTENTS WHICH WERE VALIDATED BY THE INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION. MAJOR SECTIONS ARE: OBJECTIVES OF A TRAINING PROGRAM, TRAINING FACILITIES REQUIRED, THE TRAINING OFFICER AND INSTRUCTORS, AND OPERATING A TRAINING PROGRAM. SUPPLEMENTARY MATERIALS INCLUDE A SAMPLE DRILL SCHEDULE, ROOKIE SCHEDULE, MONTHLY PROBATIONARY REPORT, PERSONNEL EVALUATION REPORT, PERSONNEL FIELD TEST REPORT, AND TRAINING REPORT. A RELATED PUBLICATION IS VT 006 484. (EM)

VT 006 481
HUDIBURG, EVERETT; SHREVE, JOHN F.
FIRE SERVICE PRACTICES FOR VOLUNTEER FIRE DEPARTMENTS .

OKLAHOMA STATE UNIV., STILLWATER. DEPT. OF FIRE PROTECTION
INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION, STILLWATER, OKLA.
THE FIRE PROTECTION DEPARTMENT, OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA 74074.
PUB DATE - 65 144P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *FIRE FIGHTERS; JOB SKILLS; *ADULT VOCATIONAL EDUCATION; *FIRE SCIENCE EDUCATION; FIRE PROTECTION; RESCUE; VENTILATION; INSPECTION; RECORDS

(FORMS)

ABSTRACT - THIS MANUAL PRESENTS TRAINING PRACTICES FOR USE BY VOLUNTEER FIREMEN. EMPHASIS IS ON PRACTICES COMMONLY UTILIZED FOR SMALL FIRE DEPARTMENTS. THIS 4TH EDITION WAS COMPILED BY THE AUTHORS AND VALIDATED BY THE INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION. MAJOR SECTIONS ARE: (1) INTRODUCTION TO THE VOLUNTEER FIRE DEPARTMENT, (2) FORCIBLE ENTRY PRACTICES, (3) FIRE SERVICE ROPE PRACTICES, (4) PORTABLE EXTINGUISHER PRACTICES, (5) LADDER PRACTICES, (6) FIRE HOSE PRACTICES, (7) SALVAGE AND OVERHAUL PRACTICES, (8) FIRE STREAM PRACTICES, (9) FIRE APPARATUS PRACTICES, (10) VENTILATION PRACTICES, (11) RESCUE PRACTICES, (12) INSPECTION PRACTICES, AND (13) FIRE DEPARTMENT RECORDS. EACH SECTION IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. (EM)

VT 006 484
HUDIBURG, EVERETT
FIRE SERVICE INSTRUCTOR TRAINING.

OKLAHOMA STATE UNIV., STILLWATER. DEPT. OF FIRE PROTECTION
INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION, STILLWATER, OKLA.
THE FIRE PROTECTION DEPARTMENT, OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA 74074.
PUB DATE - 66 86P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL TEACHERS; TRADE AND INDUSTRIAL EDUCATION; *TEACHING METHODS; *FIRE SCIENCE EDUCATION; *INSERVICE TEACHER EDUCATION; INSTRUCTIONAL AIDS

ABSTRACT - THIS MANUAL IS DESIGNED TO BE USED BY A QUALIFIED TEACHER TRAINER IN TRADE AND INDUSTRIAL EDUCATION COURSES FOR INSTRUCTORS OF FIREMEN-TRAINING PROGRAMS. THIS SECOND EDITION WAS COMPILED BY THE AUTHOR AND VALIDATED BY THE INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION. MAJOR SECTIONS ARE: (1) INTRODUCTION TO FIRE SERVICE INSTRUCTOR TRAINING, (2) TEACHING AND LEARNING, (3) TEACHING PROCEDURES, (4) TYPES OF TRAINING, (5) DETERMINING WHAT TO TEACH, (6) STEPS IN TEACHING, (7) VISUAL AIDS, AND (8) TECHNIQUES OF CONFERENCE LEADERSHIP. A RELATED PUBLICATION IS AVAILABLE AS VT 006 480 (AIM). (EM)

VT 006 508
HAMM, ROBERT F.
LEADERSHIP IN THE FIRE SERVICE . A SERIES OF LECTURES.

OKLAHOMA STATE UNIV., STILLWATER. DEPT. OF FIRE PROTECTION
INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION, STILLWATER, OKLA.
THE FIRE PROTECTION DEPARTMENT, OKALHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA 74074.
PUB DATE - 67 161P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *FIRE FIGHTERS; *LEADERSHIP DEVELOPMENT; ADULT VOCATIONAL EDUCATION; *FIRE SCIENCE EDUCATION; LECTURE; SPEECHES; HUMAN RELATIONS

ABSTRACT - THIS SERIES OF 16 LECTURES IS FOR TEACHER OR STUDENT USE IN LEADERSHIP DEVELOPMENT COURSES IN LOCAL FIRE DEPARTMENTS. LECTURE TITLES ARE: (1) IT'S NOT EASY--AND IT'S UP TO YOU, (2) THE SUCCESSFUL LEADER TODAY, (3) MEN ARE NOT MACHINES, (4) THE ART OF GETTING ALONG WITH OTHERS, (5) WHAT THE FIREFIGHTER EXPECTS OF HIS OFFICER, (6) OFFICERS IN THE FIRE SERVICE, (7) OFFICERS MUST GAIN CONFIDENCE OF MEN, (8) SUPERVISION IN THE FIRE SERVICE, (9) EVALUATION--DUTY OF FIRE SERVICE OFFICERS, (10) PROBLEM SOLVING, (11) THE JOB OF DELEGATING, (12) THE FIRE OFFICER AS A TEACHER, (13) DRILLING FOR RETENTION AND RECALL, (14) THE DEVELOPMENT OF LEADERSHIP, (15) A LOOK INTO THE PAST MAY REVEAL THE FUTURE, AND (16) SELF-ANALYSIS FOR OFFICERS. (EM)

VT 006 632
TRAINING MANUAL, PRINCIPLES OF OPERATION, MAINTENANCE, AIR-COOLED ENGINES .

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH. ENGINE SERVICE INST.
TM-6
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($5.45).
PUB DATE - 68 164P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEXTBOOKS; *ENGINES; RESOURCE MATERIALS; *EQUIPMENT MAINTENANCE; *SMALL ENGINE MECHANICS; ILLUSTRATIONS; MECHANICAL EQUIPMENT; SECONDARY EDUCATION; POST SECONDARY EDUCATION

ABSTRACT - DEVELOPED BY REPRESENTATIVES OF SIX SMALL ENGINE MANUFACTURERS IN THE UNITED STATES, THIS STUDY REFERENCE IS FOR A COURSE IN SMALL ENGINE REPAIR AND OVERHAUL. TEACHERS SHOULD BE COMPETENT IN AIR-COOLED ENGINES AND STUDENTS SHOULD HAVE A DESIRE TO LEARN THE TRADE. UNITS OF THIS 5- TO 15-HOUR COURSE ARE: (1) PRINCIPLES OF AIR-COOLED ENGINE OPERATION, (2) THEORY OF ENGINE OPERATION, (3) SERVICE AND MAINTENANCE, (4) TROUBLESHOOTING, (5) ADJUSTMENTS, (6) OVERHAUL, AND (7) STORAGE. THE DOCUMENT IS ILLUSTRATED AND CONTAINS 201 COLORED ILLUSTRATIONS. (DM)

VT 006 633
TECHNICAL TRAINING MANUAL, TRANSISTOR IGNITION SYSTEMS .

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH.
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($1.50).
PUB DATE - 64 75P.

DESCRIPTORS - TEXTBOOKS; TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS
IDENTIFIERS - *TRANSISTOR IGNITION SYSTEMS

ABSTRACT - THIS TECHNICAL MANUAL WAS DEVELOPED BY A MANUFACTURERS TECHNICAL STAFF COMMITTEE FOR USE BY STUDENTS AND TEACHERS IN

AUTO MECHANICS COURSES IN TRADE AND VOCATIONAL SCHOOLS, HIGH SCHOOLS AND COLLEGES. THE CONTENT IS DESIGNED TO FAMILIARIZE THE STUDENT WITH AUTOMOTIVE TRANSISTOR IGNITION SYSTEMS BY THESE MANUFACTURERS: (1) AMERICAN BOSCH, (2) DELCO-REMY, (3) FORD, (4) LEECE-NEVILLE, (5) MOTOROLA, (6) PRESTOLITE, AND (7) WICO. GENERAL OPERATING PROCEDURES AND SPECIFIC TESTING PROCEDURES ARE GIVEN FOR A 30-HOUR COURSE. (EM)

VT 006 634
TRAINING MANUAL, HIGH AMPERAGE ALTERNATORS. (TRUCKS, BUSES, SPECIAL APPLICATIONS, OFF THE ROAD EQUIPMENT) .

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH.
TM-5
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($2.70).
PUB DATE - 67 142P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; ILLUSTRATIONS; EQUIPMENT MAINTENANCE
IDENTIFIERS - *ALTERNATORS; VOLTAGE REGULATORS

ABSTRACT - THIS TECHNICAL MANUAL WAS DEVELOPED BY A MANUFACTURERS' TECHNICAL STAFF COMMITTEE FOR USE BY STUDENTS, TEACHERS, AND TECHNICIANS IN AUTO MECHANICS COURSES. ITS CONTENTS COVER EIGHT ALTERNATORS AND VOLTAGE REGULATORS MADE BY DELCO-REMY, LEECE-NEVILLE, MOTOROLA, AND PRESTOLITE. GENERAL OPERATING PROCEDURES AND SPECIFIC TESTING PROCEDURES ARE GIVEN. IT WAS DESIGNED FOR A 20-HOUR COURSE. VT 006 635 COVERS STANDARD DUTY ALTERNATORS. (EM)

VT 006 635
TRAINING MANUAL, STANDARD DUTY ALTERNATORS. (PASSENGER CARE AND LIGHT TRUCK) .

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH.
TM-5
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($2.70).
PUB DATE - 67 140P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; ILLUSTRATIONS; EQUIPMENT MAINTENANCE
IDENTIFIERS - *ALTERNATORS; VOLTAGE REGULATORS

ABSTRACT - THIS TECHNICAL MANUAL WAS DEVELOPED BY A MANUFACTURERS' TECHNICAL STAFF COMMITTEE FOR USE BY TEACHERS, STUDENTS, AND TECHNICIANS IN AUTO MECHANICS COURSES. ITS CONTENTS COVER SIX ALTERNATORS AND VOLTAGE REGULATORS MADE BY THESE MANUFACTURERS: (1) CHRYSLER, (2) DELCO-REMY, (3) FORD-AUTOLITE, (4) LEECE-NEVILLE, (5) MOTOROLA, AND (6) PRESTOLITE. GENERAL OPERATING PRINCIPLES AND SPECIFIC TESTING PROCEDURES ARE PRESENTED FOR USE IN A 20-HOUR COURSE. VT 006 634 COVERS HEAVY DUTY ALTERNATORS AND VOLTAGE REGULATORS. (EM)

VT 006 734
TRAINING MANUAL, AUTOMOTIVE TUNE-UP .

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH.
TM-7
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($1.15).
PUB DATE - 68 142P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ENGINES; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); *TEACHING GUIDES; RESOURCE MATERIALS; ILLUSTRATIONS; SECONDARY EDUCATION; POST SECONDARY EDUCATION

ABSTRACT - DEVELOPED BY PERSONNEL ON THE TECHNICAL STAFFS OF ELECTRICAL AND FUEL SYSTEM COMPONENT MANUFACTURERS, THIS INSTRUCTOR AND STUDENT REFERENCE IS FOR USE IN SHOP CLASSES IN AUTO MECHANICS. TEACHERS SHOULD HAVE A SOUND KNOWLEDGE OF AUTO ENGINE MECHANICS AND STUDENTS SHOULD HAVE A DESIRE AND APTITUDE TO LEARN THE MECHANICS TRADE. THE CONTENT INCLUDES: (1) STARTER CIRCUIT, (2) COMPRESSION, MANIFOLDS, SPARK PLUGS, AND HIGH-TENSION CABLES, (3) IGNITION COIL, PRIMARY CIRCUIT, DISTRIBUTOR AND IGNITION TIMING, (4) THE CHARGING CIRCUIT, (5) THE FUEL SYSTEM, (6) MANIFOLD HEAT CONTROL, COOLING SYSTEM, SERVICE AND SAFETY CHECKS, (7) ALTERNATORS (ALTERNATING CURRENT GENERATORS), AND (8) TRANSISTOR IGNITION SYSTEMS. A TEACHER'S GUIDE CONTAINING THE OBJECTIVE OF THE COURSE, THE TIME REQUIRED, REFERENCES FOR EXTRA STUDY, PRESENTATIONS, AND A MATERIAL AND PROPERTY LIST IS INSERTED PRIOR TO EACH UNIT. OBJECTIVE EXAMINATION QUESTIONS ARE CONTAINED AT THE END OF EACH UNIT. THE DOCUMENT IS ILLUSTRATED AND IS ADAPTABLE FOR TRADE AND VOCATIONAL COURSES IN HIGH SCHOOL AND POST-SECONDARY INSTITUTIONS. SUPPLEMENTAL MEDIA IS DESIRABLE FOR USE WITH THIS UNIT. (DM)

VT 006 735
TECHNICAL TRAINING MANUAL. VOLUME I, AUTOMOTIVE ELECTRICAL SYSTEMS .

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH.
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($1.70).
PUB DATE - 68 105P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS

ABSTRACT - THIS TEXTBOOK IS FOR STUDENT USE BY PERSONS IN AUTOMOTIVE COURSES. IT WAS DEVELOPED BY A MANUFACTURERS' TECHNICAL STAFF COMMITTEE. CHAPTER HEADINGS ARE: (1) FUNDAMENTALS OF ELECTRICITY, (2) MAGNETISM, (3) ELECTRICAL MEASURING INSTRUMENTS, (4) THE AUTOMOTIVE STORAGE BATTERY, (5) THE BATTERY IGNITION SYSTEM, (6) THE CRANKING MOTOR, (7) THE GENERATOR, AND (8) THE GENERATOR REGULATOR. ILLUSTRATIONS ARE PHOTOGRAPHS AND LINE DRAWINGS. SUPPLEMENTARY MATERIALS INCLUDE A QUIZ FOR EACH CHAPTER. VT 006 736

IS RELATED AND COVERS AUTOMOTIVE FUEL SYSTEMS. (EM)

VT 006 736
TECHNICAL TRAINING MANUAL. VOLUME 2, AUTOMOTIVE FUEL SYSTEMS .

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH.
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($1.45)
PUB DATE - 67 55P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION)
IDENTIFIERS - *FUEL SYSTEMS

ABSTRACT - THIS TEXTBOOK IS FOR STUDENT USE IN AUTO MECHANICS COURSES. IT WAS DEVELOPED BY A MANUFACTURERS' TECHNICAL STAFF COMMITTEE. CHAPTER HEADINGS ARE: (1) GASOLINE FUEL SYSTEMS, (2) PRINCIPLES OF ENGINE OPERATIONS, (3) FUEL AND COMBUSTION, (4) THE FUEL PUMP, (5) THE CARBURETOR, (6) THE AIR CLEANER, AND (7) GOVERNORS. ILLUSTRATIONS ARE PHOTOGRAPHS AND LINE DRAWINGS. SUPPLEMENTARY MATERIALS INCLUDE A QUIZ FOR EACH CHAPTER. VT 006 735 IS RELATED AND COVERS AUTOMOTIVE ELECTRICAL SYSTEMS. (EM)

VT 006 739
ENGINE-ELECTRICAL TUNE-UP SYSTEM. (CHARTS). STANDARDS OF ADJUSTMENT.

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH.
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($5.50).
PUB DATE - 68 150P.

DESCRIPTORS - *REFERENCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; ENGINES; SPECIFICATIONS; REPAIR; MAINTENANCE; *CHARTS

ABSTRACT - THIS SET OF REFERENCE CHARTS IS FOR STUDENT AND AUTO MECHANIC USE IN THE STUDY OF AUTOMOTIVE TUNE-UP, REPLACEMENT, AND TESTING OF ENGINE ELECTRICAL AND FUEL COMPONENTS IN ADVANCED AUTO MECHANICS COURSES. IT WAS DEVELOPED FROM TUNE-UP SPECIFICATIONS OBTAINED FROM MANUFACTURERS IN ORDER TO PROVIDE SPECIFIC STANDARDS OF ADJUSTMENT FOR THE SERVICE OF AUTOMOTIVE ENGINE ELECTRICAL AND FUEL COMPONENTS. ADJUSTMENT STANDARDS ARE PRESENTED IN CHART FORM FOR 1968 AUTOMOBILES MANUFACTURED BY AMERICAN MOTORS CORPORATION, CHRYSLER CORPORATION, FORD MOTOR COMPANY, GENERAL MOTORS CORPORATION, AND KAISER JEEP CORPORATION. SEPARATE CHARTS PROVIDE ADDITIONAL PHOTOGRAPHIC ILLUSTRATIONS OF CARBURETION ADJUSTMENTS FOR THE CARTER, HOLLEY, ROCHESTER, AND AUTOLITE CARBURETORS. CHARTS ARE ALSO GIVEN FOR ADJUSTMENT OF EMISSION CONTROL SYSTEMS. THE MATERIAL IS NOT INTENDED FOR USE AS A TEXTBOOK. THE STUDENTS SHOULD HAVE A BASIC KNOWLEDGE OF AUTOMOTIVE TUNE-UP PROCEDURES. A COMPANION DOCUMENT, "A.E.A. TUNE-UP SYSTEM, 1968 WIRING DIAGRAMS," IS AVAILABLE AS VT 006 740, IN THIS ISSUE. (HC)

VT 006 740
A.E.A. TUNE-UP SYSTEM; 1968 WIRING DIAGRAMS. SUPPLEMENT TO THE A.E.A. TUNE-UP SPECIFICATION CHARTS.

AUTOMOTIVE ELECTRIC ASSOCIATION, DETROIT, MICH.
AUTOMOTIVE ELECTRIC ASSOCIATION, 16223 MEYERS ROAD, DETROIT, MICHIGAN 48235 ($5.50).
PUB DATE - 68 480P.

DESCRIPTORS - *REFERENCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; ELECTRIC CIRCUITS; MOTOR VEHICLES; ELECTRICAL SYSTEMS; *CHARTS

ABSTRACT - THIS REFERENCE MANUAL IS FOR STUDENT AND AUTO MECHANIC USE IN THE STUDY OF AUTOMOTIVE REWIRING IN ADVANCED AUTO MECHANICS COURSES. IT WAS DEVELOPED FROM WIRING DIAGRAMS OBTAINED FROM MANUFACTURERS' SERVICE MANUALS. THE OBJECTIVE OF THE MATERIAL IS TO PROVIDE SPECIFIC AUTOMOTIVE WIRING AND CIRCUITRY DIAGRAMS TO BE USED IN AUTOMOTIVE REWIRING. WIRING DIAGRAMS ARE PRESENTED FOR 1968 AUTOMOBILES MANUFACTURED BY AMERICAN MOTORS CORPORATION, CHRYSLER CORPORATION, FORD MOTOR COMPANY, GENERAL MOTORS CORPORATION, AND KAISER JEEP CORPORATION. THE TIME REQUIRED FOR ASSIMILATION IS THE TIME NECESSARY TO STUDY INDIVIDUAL DIAGRAMS, AS THE MANUAL IS NOT INTENDED AS A TEXTBOOK. THE STUDENTS SHOULD HAVE A BASIC KNOWLEDGE OF ELECTRICITY AND ELECTRICAL SYMBOLS AND EXPERIENCE-TYPE FAMILIARITY WITH AUTOMOTIVE WIRING, CIRCUITRY, AND CONNECTIONS. SEPARATE MANUALS HAVE BEEN PUBLISHED ANNUALLY SINCE 1959. A COMPANION DOCUMENT, "ENGINE-ELECTRICAL TUNE-UP SYSTEM (CHARTS) STANDARDS OF ADJUSTMENT," IS AVAILABLE AS VT 006 739, IN THIS ISSUE. (HC)

VT 006 973
ROARK, WILLIAM F.; PLUMMER, HARRY C.
BRICKLAYING VOCATIONAL TRAINING; STUDENT'S TEXTBOOK .

STRUCTURAL CLAY PRODUCTS INST., MCLEAN, VA.
STRUCTURAL CLAY PRODUCTS INSTITUTE, 1750 OLD MEADOW ROAD, MCLEAN, VIRGINIA 22101 ($1.00).
PUB DATE - FEB68 72P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *BRICKLAYERS; *BRICKLAYING; GRADE 11; GRADE 12; ILLUSTRATIONS; GLOSSRIES

ABSTRACT - THIS TEXTBOOK IS FOR STUDY USE IN VOCATIONAL BRICKLAYING COURSES AT THE SENIOR HIGH LEVEL. IT WAS DEVELOPED BY TEACHER EDUCATORS AND HAS BEEN REVISED SEVERAL TIMES OVER A 20-YEAR PERIOD. THE 11 UNITS ARE (1) BRICK AND BRICKLAYING, (2) TOOLS AND EQUIPMENT, (3) BRICK, MORTAR, AND METAL TIES, (4) ESSENTIALS OF GOOD MASONRY CONSTRUCTION, (5) BOND, PATTERN, AND TEXTURE, (6) REINFORCED BRICK MASONRY, (7) WALL TYPES, (8) CHIMNEYS AND FIREPLACES, (9) ARCHES, (10) FLOORS AND PAVEMENTS, AND (11) ESTIMATING CLAY MASONRY. IT IS DESIGNED FOR APPROXIMATELY 500 HOURS OF INSTRUCTION. THE TEACHER SHOULD BE A CERTIFIED BRICKLAYER-INSTRUCTOR. "INSTRUCTOR'S GUIDE" (VT 006

550), "STUDY GUIDE" (VT 000 551), AND "TRADE PROJECTS" (VT 006 974) ARE RELATED DOCUMENTS. SUPPLEMENTARY MATERIALS INCLUDE A GLOSSARY OF TERMS AND A DISCUSSION OF METHODS FOR CLEANING MASONRY PRODUCTS. (EM)

VT 006 974
ROARK, WILLIAM F.; PLUMMER, HARRY
BRICKLAYING VOCATIONAL TRAINING: TRADE PROJECTS .

STRUCTURAL CLAY PRODUCTS INST., MCLEAN, VA.
STRUCTURAL CLAY PRODUCTS INSTITUTE, 1750 OLD MEADOW ROAD, MCLEAN, VIRGINIA 22101 ($.90).
PUB DATE - FEB68 125P.

DESCRIPTORS - *STUDY PROJECTS; *TRADE AND INDUSTRIAL EDUCATION; *BRICKLAYERS; *BRICKLAYING; GRADE 11; GRADE 12

ABSTRACT - THIS LOOSE LEAF FOLDER OF 61 MASONRY AND BRICKLAYING PROJECT SHEETS IS FOR STUDENT USE IN VOCATIONAL COURSES AT THE SENIOR HIGH LEVEL. IT WAS DEVELOPED AND REVISED BY TEACHER EDUCATORS OVER A 20-YEAR PERIOD. TYPICAL PROJECT PLANS ARE: (1) AN 8" WALL IN COMMON BOND, (2) A 4" RETURN CORNER, (3) 10" CAVITY WALL, (4) MASONRY BONDED HOLLOW WALL, (5) A 12" X 16" HOLLOW BRICK PIER, (6) PIPE CHASES, (7) WALL WITH 3 CORBEL COURSES, (8) PLUMB OR NEW YORK BLOCKING, (9) A BATTERED FACE PILASTER, AND (10) FLEMISH BOND WALL. THESE PROJECTS WERE DESIGNED FOR USE WITH VT 000 550, VT 000 551, AND VT 006 973. (EM)

VT 007 139
DEMPSTER, CHALMER T.; SPRINGLE, DONALD C.
BASIC COMFORT HEATING PRINCIPLES .

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903.
PUB DATE - SEP68 155P.

DESCRIPTORS - *STUDY GUIDES; *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; SHEET METAL WORKERS; *HEATING; *AIR CONDITIONING; ILLUSTRATIONS; GRADE 11; GRADE 12

ABSTRACT - THIS TEXT WAS DEVELOPED BY VOCATIONAL INSTRUCTORS FOR USE BY STUDENTS IN COURSES TREATING HEATING AND AIR CONDITIONING OF FAMILY DWELLINGS. IT PRESENTS FUNDAMENTAL PRINCIPLES AND PROVIDES FOR PRACTICAL PROGRESS CHECK THROUGH REVIEW QUESTIONS. MAJOR UNITS COVER: (1) AIR CONDITIONING, (2) HEATING, (3) AIR MOTION IN DUCTS, (4) LOAD CALCULATION, (5) MEASUREMENT OF HEAT TRANSMISSION, AND (6) HEAT LOSS CALCULATION. THREE APPENDIXES CONTAIN "HOW TO CALCULATE HEAT TRANSMISSION FACTORS," "HOW TO DETERMINE INFILTRATION HEAT LOSS BY THE CRACKAGE METHOD," AND SAMPLE DATA COLLECTION FORMS. THE TEACHER SHOULD MEET STATE REQUIREMENTS AND STUDENTS SHOULD QUALIFY FOR HIGH SCHOOL VOCATIONAL COURSES. (EM)

VT 007 144
DIXON, EMORY H.
RECOMMENDATIONS FOR TEACHING WELDING; SETTING UP TRAINING PROGRAMS AND SHOPS .

HOBART BROTHERS TECHNICAL SCHOOL, TROY, OHIO
HOBART BROTHERS COMPANY, HOBART SQUARE, TROY, OHIO 45373 ($1.50).
PUB DATE - 67 77P.

DESCRIPTORS - *TEACHING GUIDES; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *WELDING; VOCATIONAL AGRICULTURE; SKILLED OCCUPATIONS; STUDENT EVALUATION; EDUCATIONAL FACILITIES; SCHOOL SAFETY; RESOURCE MATERIALS

ABSTRACT - DEVELOPED BY A SUPERVISOR, TEACHERS, AND TEACHER EDUCATORS, THIS CURRICULUM GUIDE HAS BEEN TESTED THROUGH 40 YEARS OF WELDING SCHOOL OPERATION AND COUNSELING OF PUBLIC, PRIVATE, INDUSTRIAL AND FEDERAL SCHOOLS. IT CONTAINS SECTIONS ON: (1) STATUS OF WELDING TRAINING, (2) U.S. GOVERNMENT WELDING TRAINING ASSISTANCE, (3) WELDING COURSE OUTLINE, (4) HINTS FOR TEACHERS, (5) TREATMENT FOR EYE ARC BURN OR FLASH, (6) WELDING TRAINING AIDS, (7) RECOMMENDED FILMS AND SOURCES, (8) WELD TESTING AND STUDENT GRADING, (9) WELD TESTS, (10) RECOMMENDATIONS FOR THE SCHOOL WELDING SHOP, (11) SCHOOL WELDING SHOP LAYOUT, (12) WELDING BOOTH PLAN, (13) ARC WELDING WORK TABLE PLANS, (14) GUIDED BEND JIG PLANS, (15) HOBART BROTHERS' EDUCATIONAL SERVICES, (16) REQUEST FOR QUOTATION, AND (17) STATEMENT OF EDUCATIONAL POLICY. THE DOCUMENT MAY BE USED BY TEACHERS OF GENERAL COMPETENCY LEVELS WITH STUDENTS IN HIGH SCHOOLS, TECHNICAL SCHOOLS, JUNIOR COLLEGES OR INDUSTRY. TEACHERS AND ARCHITECTS WILL ALSO FIND THIS DOCUMENT USEFUL IN PLANNING WELDING PROGRAMS AND FACILITIES. STUDENT WORKBOOKS AND OTHER TRAINING AIDS ARE DESIRABLE FOR USE AS SUPPLEMENTAL MEDIA WITH THIS CURRICULUM GUIDE. (DM)

VT 007 177
BASIC ELECTRONICS 1; LEARNER'S MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($3.75).
PUB DATE - 68 289P.

DESCRIPTORS - *STUDY GUIDES; MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; GRADE 11; GRADE 12; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN PRE-EMPLOYMENT INDUSTRIAL ELECTRONICS COURSES. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TEACHERS AND SUPERVISORS AND COVERS 140 LESSONS SUCH AS (1) HISTORY OF ELECTRONICS AND COMMUNICATIONS, (2) VOLTAGE, (3) RESISTANCE, (4) STATIC AND DYNAMIC TUBE CHARACTERISTICS, (5) COMBINATION CIRCUITS, (6) MAGNETIC CIRCUITS, (7) VOLTMETERS, (8) SUPERHET OSCILLATORS AND TUNING, (9) TRANSISTOR FAMILIARIZATION, (10) FORMATION OF P AND N TYPE JUNCTIONS, (11) TRANSISTOR GAIN,

(12) COMMON EMITTER CIRCUITS, (13) TYPICAL TRANSISTOR APPLICATION, (14) POWER TRANSISTORS, AND (15) TETRODE TRANSISTORS. EACH LESSON IS KEYED TO A LECTURE OR REFERENCE AND PROVIDES SEVERAL STUDY QUESTIONS WITH ADDITIONAL SPACES FOR ADDITIONS BY THE INSTRUCTOR. THIS GUIDE WAS DESIGNED FOR A 1-YEAR COURSE. RELATED DOCUMENTS WHICH SHOULD BE USED WITH THIS MANUAL ARE AN INSTRUCTOR'S MANUAL (VT 007 178) AND AN EXPERIMENT MANUAL (VT 007 179). (EM)

VT 007 178
BASIC ELECTRONICS 1; INSTRUCTOR'S MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($4.25).
PUB DATE - 67 310P.

DESCRIPTORS - CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; GRADE 11; GRADE 12; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS INSTRUCTOR'S MANUAL WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TEACHERS AND SUPERVISORS FOR USE IN PRE-EMPLOYMENT INDUSTRIAL ELECTRONICS AND TESTED BY SUBJECT MATTER SPECIALISTS. IT CONTAINS 140 LESSON PLANS SUCH AS (1) HISTORY OF ELECTRONICS AND COMMUNICATIONS, (2) RESISTANCE, (3) COMBINATION CIRCUITS, (4) VOLTMETERS, (5) INTRODUCTION TO TRIGONOMETRY, (6) CAPACITOR PROPERTIES, (7) D.C. MOTORS, (8) VOLTAGE DIVIDERS, (9) FUNDAMENTALS OF TRANSFORMER COUPLING, (10) TRANSMITTER TUBES AND BIAS, (11) TRF RECEIVERS AND HETERODYNING, (12) TRANSISTOR FAMILIARIZATION, (13) TRANSISTOR GAIN, (14) TYPICAL TRANSISTOR APPLICATIONS, AND (15) TETRODE TRANSISTORS. EACH LESSON PLAN INCLUDES OBJECTIVES, CONTENT OUTLINE, PREREQUISITE REVIEW ITEMS, STUDENT ACTIVITIES, REFERENCES, AND TEACHING AIDS. THIS MANUAL WAS DESIGNED FOR A 1-YEAR COURSE. RELATED DOCUMENTS WHICH SHOULD BE USED WITH THIS MANUAL ARE A STUDY GUIDE (VT 007 177) AND AN EXPERIMENT MANUAL (VT 007 179). (EM)

VT 007 179
BASIC ELECTRONICS 1; EXPERIMENT MANUAL .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($4.50).
PUB DATE - 68 354P.

DESCRIPTORS - *LABORATORY MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; GRADE 11; GRADE 12; ADULT VOCATIONAL EDUCATION; *STUDENT PROJECTS; LABORATORY EXPERIMENTS

ABSTRACT - THIS LABORATORY MANUAL FOR STUDENT USE IN PRE-EMPLOYMENT INDUSTRIAL ELECTRONICS COURSES WAS DEVELOPED BY A STATEWIDE COMMITTEE OF TEACHERS AND SUPERVISORS AND TESTED BY SUBJECT MATTER SPECIALISTS. THE CONTENTS INCLUDE 140 EXPERIMENTS AND EXERCISES SUCH AS (1) SHOP ORGANIZATION AND SAFETY, (2) WIRE PREPARATION AND HAND TOOLS, (3) CURRENT CONTROL BY RESISTANCE, (4) SERIES CIRCUITS, (5) COMBINATION CIRCUITS, (6) METER MOVEMENTS, (7) VOLTMETER LOADING EFFECT, (8) WHEATSTONE BRIDGE, (9) PRODUCING ELECTRICITY WITH MAGNETISM, (10) CHARGING AND DISCHARGING A CAPACITOR, (11) PARALLEL RL AND RC CIRCUIT IMPEDANCE, (12) FULLWAVE SELENIUM RECTIFIER, (13) TUBE TESTER OPERATION, (14) OSCILLATOR FAMILIARIZATION, (15) TROUBLE-SHOOTING A RECEIVER AUDIO SECTION, AND (16) MULTIVIBRATOR CIRCUIT. EACH EXPERIMENT SHEET PROVIDES OBJECTIVES, APPARATUS REQUIRED, AND PROCEDURAL STEPS. RELATED DOCUMENTS WHICH SHOULD BE USED WITH THIS MANUAL ARE AN INSTRUCTOR'S MANUAL (VT 007 178) AND A STUDY GUIDE (VT 007 177). (EM)

VT 007 248 ED 023 912
STOLLER, ALAN
INSTRUCTOR'S INDEX TO U.S. NAVY AND AIR FORCE MATERIALS FOR TEACHING BASIC ELECTRICITY . FINAL REPORT. REPORT NO. 29.

WASHINGTON STATE UNIV., PULLMAN. DEPT. OF EDUCATION
WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION, OLYMPIA
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OEG-4-7-070031-1626 08
BR-7-0031
PUB DATE - AUG68 192P.

DESCRIPTORS - *BIBLIOGRAPHIES; *INSTRUCTIONAL MATERIALS; *INSTRUCTIONAL FILMS; *ELECTRICITY

ABSTRACT - THE PURPOSE OF THIS INDEX IS TO IDENTIFY U.S. NAVY AND U.S. AIR FORCE TRANSPARENCIES, FILMS, AND MANUALS WHICH CAN BE USED BY SCHOOLS AND COLLEGES TO TEACH BASIC ELECTRICITY. MATERIALS ARE CLASSIFIED ACCORDING TO 39 MAJOR CATEGORIES INCLUDING ELECTRON THEORY, BATTERIES AND BATTERY CONNECTIONS, D.C. SERIES CIRCUITS, NETWORK THEOREMS, ELECTROMAGNETISM AND MAGNETIC CIRCUITS, BASIC ELECTRICAL INDICATING INSTRUMENTS, TRANSFORMERS, A.C. MOTORS, AND WIRING TECHNIQUES. SOME CATEGORIES INCLUDE FILMS PRODUCED BY OTHER EDUCATIONAL AGENCIES OR PRIVATE FIRMS. THE SIX PUBLICATIONS, THREE SOURCES OF TRANSPARENCIES, AND 34 FILMS CLASSIFIED IN THIS INDEX WERE SELECTED BY REPRESENTATIVES OF STATE DEPARTMENTS OF EDUCATION IN WASHINGTON, IDAHO, OREGON, COLORADO, AND UTAH. THE SOURCES HAVE BEEN ASSIGNED CODE NUMBERS, AND MATERIALS WITHIN CODE CATEGORIES ARE LISTED BY CODE NUMBER. (CH)

VT 007 257
COLUCCI, LEONARD
WHEEL AND STEERING ALIGNMENT .

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW

BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - SEP68 96P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *AUTO BODY REPAIRMEN; HIGH SCHOOLS; ILLUSTRATIONS; *TEXTBOOKS; ACHIEVEMENT TESTS
IDENTIFIERS - *WHEEL ALIGNMENT

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN COURSES TREATING AUTO WHEEL AND STEERING ALIGNMENT. IT WAS DEVELOPED BY AUTO BODY INSTRUCTORS FOR USE IN HIGH SCHOOL VOCATIONAL COURSES. THERE ARE 34 LESSONS IN THESE UNITS: (1) SHOP ORIENTATION, (2) TYPES OF SUSPENSION SYSTEMS, (3) THEORY OF WHEEL ALIGNMENT, (4) ALIGNMENT EQUIPMENT, (5) CASTER ANGLE, (6) CAMBER ANGLE, (7) STEERING AXIS INCLINATION, (8) TOE, (9) TOE-OUT ON TURNS, (10) TRACKING, AND (11) TIRE AND WHEEL BALANCE. EACH LESSON GIVES OBJECTIVES, INTRODUCTORY INFORMATION, AND STUDY QUESTIONS. ILLUSTRATIONS ARE PHOTOGRAPHS AND LINE DRAWINGS. THIS MATERIAL WAS DESIGNED FOR A ONE SEMESTER COURSE IN GRADES 10-12. (EM)

VT 007 289
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR AUTO BODY REPAIRMAN (ENTRY) .

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE. MANPOWER DEVELOPMENT TRAINING SECTION
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 ($1.50).
PUB DATE - 68 61P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; ADULT VOCATIONAL EDUCATION; GLOSSARIES
IDENTIFIERS - MDTA PROGRAMS; *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING PREPARATORY VOCATIONAL COURSES FOR AUTO BODY REPAIRMEN. IT WAS WRITTEN BY AN INDIVIDUAL WITH ASSISTANCE FROM VOCATIONAL INSTRUCTORS AND TESTED LOCALLY. EMPHASIS OF THE CONTENTS IS ON DISASSEMBLY, ASSEMBLY, REPAIR, TROUBLE SHOOTING, AND ESTIMATING. MAJOR UNITS ARE (1) INTRODUCTION TO EQUIPMENT AND SUPPLIES, (2) FUNDAMENTALS OF BODY WORK, (3) ALIGNMENT, (4) REFINISHING PROCESSES, AND (5) RELATED INSTRUCTION. THIS MANPOWER DEVELOPMENT AND TRAINING ACT COURSE WAS DESIGNED FOR 1,440 HOURS OF INSTRUCTION, INCLUDING 360 HOURS OF BASIC REMEDIAL EDUCATION. THE STUDENTS SHOULD BE ADULTS AND THE TEACHERS CRAFTSMEN. SUPPLEMENTARY MATERIALS INCLUDE A TEXT AND REFERENCE LIST AND A GLOSSARY. (EM)

VT 007 333
HARGETT, Y.S.
LARGE STEAM TURBINE-DRIVEN GENERATORS .

GENERAL ELECTRIC CO., SCHENECTADY, N.Y. LARGE STEAM TURBINE-GENERATOR DEPT.
GET-3459A
PUB DATE - 67 51P.

DESCRIPTORS - *RESOURCE MATERIALS; *ELECTRICITY; POWER MECHANICS (SUBJECT); *ELECTRICAL SYSTEMS; *TRADE AND INDUSTRIAL EDUCATION; KINETICS; *ELECTROMECHANICAL TECHNOLOGY
IDENTIFIERS - *STEAM TURBINE GENERATORS

ABSTRACT - THIS REFERENCE IS FOR USE BY PERSONS INTERESTED IN BASIC CONCEPTS OF DESIGN, OPERATION, AND MAINTENANCE OF LARGE STEAM TURBINE-DRIVEN SYNCHRONOUS GENERATORS. CHAPTER HEADINGS ARE (1) FUNDAMENTALS, (2) DESIGN AND MANUFACTURE, (3) OPERATION, (4) MAINTENANCE, AND (5) AUXILIARY EQUIPMENT. PHOTOGRAPHS, LINE DRAWINGS AND CHARTS ILLUSTRATE SUCH IMPORTANT CONCEPTS AS FLUX PLOTS OF TWO- AND FOUR-POLE FIELDS, WEIGHT TO RATING RATIO, COOLING PRINCIPLES, ROTOR UNBALANCE, AND STATOR CONNECTION TYPES. (EM)

VT 007 355
CIRCUIT INTERRUPTION AND PROTECTION. THE STORY OF POWER CIRCUIT BREAKERS .

GENERAL ELECTRIC CO., PHILADELPHIA, PA. POWER CIRCUIT BREAKER DEPT.
GEA-8500
PUB DATE - 67 19P.

DESCRIPTORS - ELECTRIC CIRCUITS; *ELECTRICAL SYSTEMS; ELECTROMECHANICAL TECHNOLOGY; *TECHNOLOGICAL ADVANCEMENT; *RESOURCE MATERIALS; *ELECTRONIC CONTROL; ELECTRICITY; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - POWER CIRCUIT BREAKERS

ABSTRACT - THIS BROCHURE SERVES AS A GUIDE TO GENERAL ELECTRIC'S PRESENT DAY HIGH VOLTAGE POWER CIRCUIT BREAKERS AND ASSOCIATED EQUIPMENT. A GENERAL DISCUSSION OF THE FUNDAMENTALS OF ARC INTERRUPTION IS INCLUDED WITH SUPPLEMENTAL INFORMATION. THIS NON-TECHNICAL DESCRIPTION SHOULD BE HELPFUL FOR A BETTER UNDERSTANDING OF THE VARIOUS INTERRUPTING MEDIA AND OF THE CIRCUIT BREAKER DESIGNER'S ROLE IN CREATING BETTER AND MORE RELIABLE SWITCH GEAR EQUIPMENT. SWITCH GEAR IS A GENERAL TERM COVERING SWITCHES AND INTERRUPTING DEVICES PLUS ASSOCIATED CONTROL, METERING, PROTECTIVE, AND REGULATORY EQUIPMENT. TOPICS COVERED INCLUDE: (1) THE ARC--BASIS FOR SWITCHING AND PROTECTION, (2) HOW AN ARC STARTS, (3) SWITCHES AND CIRCUIT BREAKERS, (4) SIMPLE ARC EXTINCTION IN AIR AT ROOM TEMPERATURE, (5) THE AIR BLAST PRINCIPLE, AND (6) THE NEWEST CIRCUIT BREAKER TECHNOLOGY. (CH)

VT 007 390
FUNDAMENTALS OF ELECTRICITY AND MAGNETISM. TRAINING CHART MANUAL. SECTION A.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.35).
PUB DATE - JAN67 36P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICITY; SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; FUNDAMENTAL CONCEPTS; *CHARTS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER FUNDAMENTAL PRINCIPLES OF ELECTRICITY AND MAGNETISM ON WHICH THE REST OF THE SERIES BUILDS, INCLUDING: (1) COMPOSITION OF MATTER, (2) WHAT IS ELECTRICITY, (3) OHM'S LAW AND CIRCUITS, (4) PROPERTIES OF CONDUCTORS, (5) MAGNETISM, (6) ELECTROMAGNETISM, AND (7) ELECTROMAGNETIC INDUCTION. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $5.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 391-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 391
STORAGE BATTERIES. TRAINING CHART MANUAL. SECTION B.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.35).
PUB DATE - NOV67 30P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; *CHARTS; *ELECTRIC BATTERIES

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT, IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER THE THEORY OF OPERATION AND SERVICING PROCEDURES APPLICABLE TO AUTO BATTERIES AND ENERGIZERS INCLUDING: (1) BATTERY COMPONENTS AND CONSTRUCTION, (2) CHEMICAL ACTION IN BATTERIES, (3) THE BATTERY AND CHARGING CIRCUIT, (4) EFFECTS OF TEMPERATURE ON BATTERY CHARGING VOLTAGE AND CHARGING RATES, (5) MEASUREMENT AND SIGNIFICANCE OF SPECIFIC GRAVITY, (6) CAPACITY RATINGS, (7) BATTERY INSTALLATION, AND (8) FACTORS AFFECTING BATTERY LIFE. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS, WHICH ARE AVAILABLE FOR $7.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 392
CRANKING MOTORS. TRAINING CHART MANUAL. SECTION C.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.35).
PUB DATE - DEC67 23P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SECONDARY GRADES; *ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *CHARTS
IDENTIFIERS - *CRANKING MOTORS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER THE OPERATING PRINCIPLES OF AUTOMOTIVE CRANKING MOTORS INCLUDING (1) MOTOR PRINCIPLES, (2) FRAME AND FIELD ASSEMBLY, (3) ARMATURE ASSEMBLY, (4) MOTOR DRIVES, (5) MAGNETIC SWITCHES AND SOLENOIDS, (6) BASIC CIRCUITS, AND (7) TYPES AND DESIGNS. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $5.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 393
IGNITION SYSTEM. TRAINING CHART MANUAL. SECTION D.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.35).
PUB DATE - APR68 22P.

DESCRIPTORS - *ELECTRICAL SYSTEMS; FUNDAMENTAL CONCEPTS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SECONDARY GRADES; *CHARTS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER THE OPERATING PRINCIPLES AND CONSTRUCTION FEATURES OF THE AUTOMOBILE IGNITION SYSTEM INCLUDING BASIC OPERATING PRINCIPLES, IGNITION COILS, IGNITION DISTRIBUTORS, AND OSCILLOSCOPE PATTERNS. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $5.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 394
GENERATORS. TRAINING CHART MANUAL. SECTION E.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.35).
PUB DATE - 17SEP58 37P.

DESCRIPTORS - *ELECTRICAL SYSTEMS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; *CHARTS
IDENTIFIERS - *GENERATORS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER THE OPERATING PRINCIPLES OF AUTOMOBILE GENERATORS INCLUDING: (1) SHUNT GENERATOR PRINCIPLES, (2) POWER AND RATINGS OF A GENERATOR, (3) ARMATURE REACTION, (4) WHAT IS POLARITY, (5) SPECIAL GENERATOR CIRCUITS, (6) GENERATOR TESTING, AND (7) GENERATOR POLARITY. THE MANUAL IS DESIGNED

FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $7.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 395
STANDARD DUTY GENERATOR REGULATOR. TRAINING CHART MANUAL. SECTION F.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.35).
PUB DATE - 2JAN62 33P.

DESCRIPTORS - *ELECTRICAL SYSTEMS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; *CHARTS
IDENTIFIERS - *GENERATOR REGULATORS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER THE OPERATING PRINCIPLES AND SERVICING PROCEDURES FOR AUTOMOBILE GENERATOR REGULATORS INCLUDING (1) CUTOUT RELAYS, (2) STEP-VOLTAGE CONTROL, (3) VIBRATING VOLTAGE REGULATOR, (4) COMBINED CURRENT-VOLTAGE REGULATOR, (5) COMBINED CURRENT-VOLTAGE GENERATOR REGULATOR, (6) CHECKING STANDARD-DUTY SYSTEMS, (7) CHECKING CHARGING CIRCUIT FOR EXCESSIVE RESISTANCE, (8) REGULATOR ELECTRICAL CHECKS, (9) CUTOUT RELAY ADJUSTMENT, (10) REGULATOR AIR GAP, AND (11) REGULATOR ADJUSTMENT. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $6.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 396
HEAVY DUTY GENERATOR REGULATORS. TRAINING CHART MANUAL. SECTION G.

DELCO REMY, ANDERSON, INC.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011
PUB DATE - 1JUL60 41P.

DESCRIPTORS - *ELECTRICAL SYSTEMS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; *CHARTS
IDENTIFIERS - *GENERATOR REGULATORS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER OPERATING PRINCIPLES AND SERVICING PROCEDURES FOR HEAVY DUTY AUTOMOTIVE GENERATOR REGULATORS INCLUDING: (1) CIRCUITS, (2) SINGLE UNIT RELAYS, (3) RELAY ADJUSTMENTS, (4) REGULATOR ADJUSTMENTS, (5) 4-UNIT REGULATORS, (6) ELECTRICAL CHECKS, (7) CIRCUIT BREAKER RELAY ADJUSTMENTS, (8) ACTUATING RELAY ADJUSTMENTS, AND (9) CARBON PILE GENERATOR REGULATORS. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 397
FUNDAMENTALS OF SEMICONDUCTORS. TRAINING CHART MANUAL. SECTION J.

DELCO REMY, ANDERSON, INC.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.35).
PUB DATE - OCT65 17P.

DESCRIPTORS - *TRANSISTORS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; *CHARTS
IDENTIFIERS - *DIODES

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER FUNDAMENTAL PRINCIPLES OF SEMICONDUCTORS AND OPERATING PRINCIPLES OF DIODES AND TRANSISTORS INCLUDING: (1) DIODE LEAKAGE CURRENT, (2) ZENER DIODE, (3) PERFORMANCE CURVES, (4) DIODE TESTING, (5) BASIC CIRCUITS, (6) TYPES AND DESIGNS, (7) SYMBOLS, AND (8) TESTING. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $7.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 398
FUNDAMENTALS OF DELCOTRON GENERATORS. TRAINING CHART MANUAL. SECTION K.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.35).
PUB DATE - MAY66 22P.

DESCRIPTORS - *ELECTRICAL SYSTEMS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; *CHARTS
IDENTIFIERS - *GENERATORS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER OPERATING PRINCIPLES, TYPES, AND DESIGNS OF AUTOMOBILE GENERATORS INCLUDING: (1) REVIEW OF ELECTRICITY AND MAGNETISM, (2) OPERATING PRINCIPLES OF DELCOTRON GENERATORS, (3) GENERATOR TYPES AND DESIGNS, AND (4) GENERATOR TESTS. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $10.00 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 399
TRANSISTOR REGULATORS. TRAINING CHART MANUAL. SECTION L.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY,
ANDERSON, INDIANA 46011 ($.35).
PUB DATE - NOV66 13P.

DESCRIPTORS - *TRANSISTORS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); ADULT VOCATIONAL EDUCATION; *CHARTS; SECONDARY GRADES
IDENTIFIERS - *TRANSISTOR VOLTAGE REGULATORS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER OPERATING PRINCIPLES OF THE AUTOMOBILE TRANSISTOR VOLTAGE REGULATOR INCLUDING AN EXPLANATION OF RESISTORS, CAPACITORS, DIODES AND TRANSISTORS AND PRINTED CIRCUITRY. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $7.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 400, ALL IN THIS ISSUE. (HC)

VT 007 400
DOUBLE CONTACT REGULATORS. TRAINING CHART MANUAL. SECTION R.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY,
ANDERSON, INDIANA 46011 ($.35).
PUB DATE - NOV66 17P.

DESCRIPTORS - *ELECTRICAL SYSTEMS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; *CHARTS
IDENTIFIERS - *DOUBLE CONTACT VOLTAGE REGULATORS

ABSTRACT - THIS TRAINING MANUAL IS FOR USE BY STUDENTS AND TEACHERS IN COURSES COVERING AUTOMOTIVE ELECTRICAL EQUIPMENT. IT IS ONE OF A SERIES OF MANUALS DEVELOPED BY TECHNICAL WRITERS FOR A MANUFACTURER. ILLUSTRATIONS AND TEXT COVER OPERATING PRINCIPLES OF AUTOMOTIVE DOUBLE CONTACT VOLTAGE REGULATORS INCLUDING DESIGN FEATURES, VOLTAGE REGULATORS CIRCUITRY, REGULATOR OPERATION, TEMPERATURE COMPENSATION, FIELD RELAYS, INDICATOR LAMP CIRCUITS, AND AMMETER CIRCUITS. THE MANUAL IS DESIGNED FOR USE WITH 26" BY 36" TRAINING CHARTS WHICH ARE AVAILABLE FOR $7.50 FROM THE SAME SOURCE. OTHERS IN THE SERIES ARE ANNOUNCED AS VT 007 390-VT 007 399, ALL IN THIS ISSUE. (HC)

VT 007 484
MACHINE SHOP GROUP INSTRUCTION. INSTRUCTOR'S GUIDE.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($.50).
PUB DATE - SEP67 48P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SCHOOL SHOPS; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; POST SECONDARY EDUCATION; INSTRUCTIONAL AIDS; AUDIOVISUAL AIDS; SECONDARY EDUCATION; RESOURCE MATERIALS

ABSTRACT - THIS INSTRUCTOR'S GUIDE WAS DEVELOPED FOR USE WITH VT 007 485 IN A 180-HOUR COURSE IN MACHINE SHOP. THE CONTENT INCLUDES GUIDES TO 24 ASSIGNMENT SHEETS IN THE AREAS OF FUNDAMENTALS OF MACHINE SHOP, MEASUREMENT AND LAYOUT, BENCHWORK, GRINDING MACHINES, DRILL PRESS, LATHE, SHAPER, AND MILLING MACHINE. EACH GUIDE SHEET CONTAINS A KEY TO THE STUDY QUESTIONS, SUGGESTED SUPPLEMENTARY ASSIGNMENTS, SUGGESTED LIST OF VISUAL AIDS, AND OTHER INSTRUCTIONAL AIDS. THE KEY TO THE STUDY QUESTIONS LISTS A REFERENCE AND PAGE NUMBER WHERE THE ANSWER MAY BE OBTAINED IN ONE OF SIX BOOKS. TEACHERS SHOULD BE CERTIFIED VOCATIONAL INSTRUCTORS IN SECONDARY AND POST-SECONDARY SCHOOLS. (DM)

VT 007 485
MACHINE SHOP GROUP INSTRUCTION. A COURSE OF STUDY.

MISSOURI UNIV., COLUMBIA. DEPT. OF INDUSTRIAL EDUCATION
MISSOURI STATE DEPT. OF EDUCATION, JEFFERSON CITY. INDUSTRIAL EDUCATION SECTION
INDUSTRIAL EDUCATION, 103 INDUSTRIAL EDUCATION BUILDING, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI 65201 ($1.50).
PUB DATE - SEP67 48P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SCHOOL SHOPS; *MACHINE TOOL OPERATORS; *MACHINE TOOLS; POST SECONDARY EDUCATION; STUDENT RECORDS; SECONDARY EDUCATION

ABSTRACT - THIS COURSE OF STUDY WAS DEVELOPED FOR TEACHING MACHINE SHOP ON A GROUP OR CLASS BASIS IN A TRADE PREPARATORY PROGRAM. FUNDAMENTALS OF MACHINE SHOP, MEASUREMENT AND LAYOUT, BENCHWORK, GRINDING MACHINES, DRILL PRESS, LATHE, SHAPER, AND MILLING MACHINE ARE INCLUDED IN THE 24 ASSIGNMENT SHEETS TO BE COMPLETED BY JUNIOR AND HIGH SCHOOL STUDENTS IN A 180-HOUR COURSE. EACH ASSIGNMENT IN THE MANUAL CONTAINS AN INTRODUCTON, TEACHING ASSIGNMENT, AND A SERIES OF DISCUSSION QUESTIONS BASED UPON ONE OF THE SIX REFERENCES FOR THE COURSE. THE INSTRUCTOR'S GUIDE AVAILABLE AS VT 007 484 IS FOR USE BY CERTIFIED VOCATIONAL INSTRUCTORS TEACHING THE COURSE IN SECONDARY OR POST-SECONDARY SCHOOLS. (DM)

VT 007 487
HARAYDA, JOHN, AND OTHERS
ENGLISH FOR PRINTERS.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).

PUB DATE - JUL68 249P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *PRINTERS; *ENGLISH; GRADE 11; GRADE 12; ACHIEVEMENT TESTS; *PRINTING

ABSTRACT - DEVELOPED BY THE AUTHORS IN COOPERATION WITH AN ENGLISH DEPARTMENT IN A VOCATIONAL HIGH SCHOOL, THIS TEXTBOOK IS FOR STUDENT USE IN VOCATIONAL COURSES FOR PRINTERS. THE 64 LESSONS ARE GIVEN UNDER THESE TITLES: (1) THE STORY OF PRINTING, (2) SPELLING, (3) COMPOUND WORDS, (4) WORD DIVISIONS, (5) PUNCTUATION, (6) CAPITALIZATION, (7) TECHNICAL TERMS, (8) ABBREVIATIONS, (9) THE STYLE MANUAL, (10) PROOFREADING, AND (11) SIGNS, SYMBOLS, NUMERALS. EACH LESSON CONTAINS AN OBJECTIVE, A READING UNIT, AND STUDY QUESTIONS. ALSO INCLUDED ARE 11 ACHIEVEMENT TESTS. THIS TEXTBOOK WAS DESIGNED FOR USE DURING ONE OR TWO PERIODS PER WEEK IN ADDITION TO THE REGULAR ENGLISH CURRICULUM. THE TEACHER SHOULD BE CERTIFIED TO TEACH ENGLISH AND THE STUDENTS SHOULD BE OF HIGH SCHOOL LEVEL AND APPROVED FOR PRINTING COURSES. (EM)

VT 007 507
AUTOMOTIVE SERVICE STATION ATTENDANT (DRIVEWAY SALESMAN). A SUGGESTED TRAINING GUIDE.

OHIO STATE UNIV., COLUMBUS
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING
OE-87026
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.287:87026, $.30).
PUB DATE - SEP68 24P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE STATION ATTENDANTS; *ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER AND ADMINISTRATOR USE IN COURSE DEVELOPMENT FOR PROGRAMS TO TRAIN AUTOMOBILE SERVICE STATION ATTENDANTS. IT WAS WRITTEN IN THE TRADE AND INDUSTRIAL EDUCATION INSTRUCTIONAL MATERIALS LABORATORY OF THE OHIO STATE UNIVERSITY. MAJOR UNITS ARE: (1) OCCUPATIONAL ORIENTATION, (2) APPEARANCE, HOUSEKEEPING, AND SAFETY, (3) SELECTION, USE, AND MAINTENANCE OF TOOLS AND EQUIPMENT, (4) BUSINESS PROCEDURES, (5) SERVICE TRAINING, AND (6) SALESMANSHIP. EACH UNIT GIVES OBJECTIVES, UNIT OUTLINE, AND SUPPLEMENTAL TEACHING AIDS. STUDENTS SHOULD BE HIGH SCHOOL GRADUATES OR OTHERWISE QUALIFIED BY MATURITY AND INTEREST AND TEACHERS SHOULD BE QUALIFIED FOR A STATE VOCATIONAL TEACHING CERTIFICATE. SUPPLEMENTARY MATERIALS INCLUDE A TEXT, BIBLIOGRAPHY, AND A TOOL AND EQUIPMENT LIST. (EM)

VT 007 540
SAFETY. A GOOD SIGN FOR '69.

INDUSTRIAL COMMISSION OF OHIO, COLUMBUS. DIV. OF SAFETY AND HYGIENE
OHIO DIVISION OF SAFETY AND HYGIENE, 700 WEST THIRD AVENUE, COLUMBUS, OHIO 43212 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 51P.

DESCRIPTORS - *LEADERS GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY; ACCIDENT PREVENTION; ADULT VOCATIONAL EDUCATION; *SAFETY EDUCATION

ABSTRACT - THIS BOOKLET WAS DEVELOPED FOR USE BY INDUSTRIAL SUPERVISORS AS A SERIES OF TALKS TO EMPLOYEES ON THE SUBJECT OF SAFETY AND ACCIDENT PREVENTION. THIS TWELFTH EDITION WAS PREPARED BY A STATE SAFETY DIVISION. THE CONTENTS CONSISTS OF 13 TEXTS OF 5 MINUTE TALKS. THEIR TITLES ARE: (1) WHERE DO WE GO FROM HERE? (2) AVOID HAND TOOL ACCIDENTS, (3) HOW TO PUT THE BRAKES ON MOVING OBJECTS, (4) STOP..BUMPING INTO DANGER, (5) GIVE FALLS THE RUN AROUND, (6) HAVE A HAPPY VACATION, (7) AN UPLIFT CAN BE YOUR DOWNFALL, (8) DON'T BE MR. IN BETWEEN, (9) EYE BELIEVE (10) BE FIRE RESISTANT--AVOID FIRES (11) BEWARE THAT HOT CHARGE (12) LET SAFETY LIGHT YOUR TREE, AND (13) WATCH OUT FOR SLIPS AND FALLS. A DISCUSSION OF MOTIVATION AND AN ACCIDENT PREVENTION GUIDE ARE INCLUDED. AVAILABLE WITH THE DOCUMENT ARE POSTERS AND HANDOUT MATERIALS. (EM)

VT 007 548
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR ELECTRICAL APPLIANCE SERVICEMAN (ENTRY).

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE. MANPOWER DEVELOPMENT TRAINING SECTION
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 ($1.50).
PUB DATE - 68 81P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL APPLIANCE SERVICEMEN; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING PREPARATORY COURSES FOR ELECTRICAL APPLIANCE SERVICEMEN. IT WAS WRITTEN BY AN INDIVIDUAL WITH ASSISTANCE FROM VOCATIONAL INSTRUCTORS. EMPHASIS OF THE COURSE IS ON DIAGNOSIS, REPAIR, AND REPLACEMENT AS WELL AS ON OTHER SERVICE ASPECTS. MAJOR UNITS COVER (1) INTRODUCTION TO EQUIPMENT AND SHOP TECHNIQUES, (2) FUNDAMENTALS OF ELECTRICITY, (3) MOTORS AND MOTOR-DRIVEN APPLIANCES, (4) HEAT RESISTANT APPLIANCES, (5) REFRIGERATION AND AIR CONDITIONING, (6) REFINISHING OF APPLIANCES, AND (7) RELATED INSTRUCTION. THIS MANPOWER DEVELOPMENT AND TRAINING ACT COURSE WAS DESIGNED FOR 1,440 HOURS OF INSTRUCTION INCLUDING 360 HOURS OF BASIC REMEDIAL EDUCATION. THE STUDENTS SHOULD BE ADULTS AND A SIXTH GRADE EDUCATION IS DESIRED BUT NOT REQUIRED. SUPPLEMENTARY MATERIALS INCLUDE A REFERENCE LIST AND A GLOSSARY. (EM)

VT 007 583
GAS METAL-ARC WELDING (MIG). WELDING SCHOOL WORKBOOK.

HOBART WELDING SCHOOL, TROY, OHIO
HOBART BROTHERS COMPANY, HOBART SQUARE, TROY, OHIO 45373 ($1.50).
PUB DATE - 68 39P.

DESCRIPTORS - *RESOURCE MATERIALS; *WELDING; *WELDERS; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES; POST SECONDARY EDUCATION; ADULT VOCATIONAL EDUCATION

ABSTRACT - DEVELOPED BY A GROUP OF TEACHERS, SUPERVISORS, TECHNICIANS, AND ENGINEERS, THIS STUDENT REFERENCE IS FOR USE AS A PRACTICE GUIDE IN THE WELDING BOTH FOR THOSE DESIRING TO BECOME BEGINNING WELDERS. THE OBJECTIVE OF THE COURSE IS TO ENABLE WELDERS EXPERIENCED IN THE USE OF MANUAL-COVERED ELECTRODES TO BECOME SKILLED IN THE USE OF GAS METAL-ARC SEMIAUTOMATIC WELDING PROCESSES, USING SOLID AND CORED WIRES ON STEEL AND NONFERROUS METALS. THE CONTENT INCLUDES SECTIONS ON: (1) SEMI-AUTOMATIC WELDING, (2) GAS METAL-ARC WELDING; SMALL WIRE (MICRO-WIRE), (3) GAS METAL-ARC WELDING: LARGE WIRE CO2 WELDING, (4) GAS METAL-ARC: INERT GAS SHIELDING (MIG), (5) GAS METAL-ARC WELDING USING FLUX CORED WIRE (FABCO), AND (6) OPEN ARC WELDING USING "SELF-SHIELDING" ELECTRODE WIRE. A 5-DAY COURSE SCHEDULE IS INCLUDED TO COVER A 40-HOUR INSTRUCTION PERIOD. EACH LESSON CONTAINS AN OJBECTIVE, MATERIALS REQUIRED, EQUIPMENT REQUIRED, PRE-WELD PROCEDURE, REFERENCES, WELDING PROCEDURE, AND THINGS TO REMEMBER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. A MICRO-WIRE WELDING AND FABCO WELDING MANUAL IS DESIRABLE FOR USE WITH THIS COURSE. (DM)

VT 007 584

TRAINING IN SHIELDED METAL-ARC PIPE WELDING (UPHILL). A STEP BY STEP EXPLANATION OF HOW TO WELD PIPE IN THE HORIZONTAL (5G) AND VERTICAL (2G) FIXED POSITIONS WITH SUFFICIENT SKILL TO PASS THE ASME PROCEDURE QUALIFICATION TEST.

HOBART BROTHERS WELDING SCHOOL, TROY, OHIO
EW-269:PWU
HOBART BROTHERS COMPANY, HOBART SQUARE, TROY, OHIO 45373 ($1.50).
PUB DATE - 68 36P.

DESCRIPTORS - *WELDING; *WELDERS; *STUDENT PROJECTS; *TRADE AND INDUSTRIAL EDUCATION; *TEXTBOOKS; SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; TRANSPARENCIES

ABSTRACT - DEVELOPED BY A GROUP OF TEACHERS, SUPERVISORS, TECHNICIANS, AND ENGINEERS, THIS STUDENT REFERENCE IS FOR USE IN HIGH SCHOOLS, COLLEGES, TRADE SCHOOLS AND UNION SCHOOLS. STUDENTS MUST BE ABLE TO WELD IN VERTICAL, HORIZONTAL, AND OVERHEAD POSITIONS PRIOR TO ENROLLING FOR THIS COURSE. THE PRACTICE JOBS EXPLAINED ARE: (1) PRELIMINARY PRACTICE-PLATE-ALL POSITIONS, (2) ASSEMBLY AND TACKING OF PIPE WORKPIECE, (3) ROOT BEAD-HORIZONTAL FIXED POSITION, (4) SECOND BEAD-HORIZONTAL FIXED POSITION, (5) COVER BEAD-HORIZONTAL FIXED POSITION, (8) THIRD AND FOURTH BEADS-VERTICAL FIXED POSITION, (9) ROOT BEAD-POORLY FITTED JOINTS-HORIZONTAL FIXED POSITION, AND (10) AMERICAN SOCIETY OF MECHANICAL ENGINEERS BUTT WELD PROCEDURE QUALIFICATION TEST. THIS 80-HOUR COURSE MAY BE UTILIZED IN PREPARING WELDERS FOR PIPE WELDING IN INDUSTRY. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS AND MAY BE USED AS A PRACTICE GUIDE IN A WELDING BOOTH. THE PAGES ARE SUITABLE FOR REPRODUCTION AS TRANSPARENCY MASTERS. (DM)

VT 007 607

AIR-CONDITIONING, HEATING AND REFRIGERATION. A SUGGESTED SECONDARY SCHOOL COURSE GUIDE.

AIR-CONDITIONING AND REFRIGERATION INST., ARLINGTON, VA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
THE AIR-CONDITIONING AND REFRIGERATION INSTITUTE, 1815 NORTH FORT MYER DRIVE, ARLINGTON, VIRGINIA 22209 ($5.00).
PUB DATE - 68 188P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION MECHANICS; HEATING; AIR CONDITIONING; REFRIGERATION; *CLIMATE CONTROL; GRADE 11; GRADE 12; POST SECONDARY EDUCATION; ADULT VOCATIONAL EDUCATION; BIBLIOGRAPHIES; OCCUPATIONAL INFORMATION; EMPLOYMENT OPPORTUNITIES

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE BY TEACHERS, SUPERVISORS, AND ADMINISTRATORS IN 2-YEAR SECONDARY, POSTSECONDARY, OR ADULT COURSES FOR AIR CONDITIONING, HEATING AND REFRIGERATION MECHANICS. IT WAS DEVELOPED BY A COMMITTEE OF INDUSTRIAL TRAINING SPECIALISTS AND EDUCATORS. UPON COMPLETION OF THE COURSE, STUDENTS SHOULD UNDERSTAND AND BE CAPABLE OF TROUBLE SHOOTING CONTROL SYSTEMS. MAJOR UNITS ARE: (1) REFRIGERATION, (2) BASIC ELECTRICITY, (3) COMMERCIAL REFRIGERATION, (4) YEAR-ROUND AIR CONDITIONING, (5) AIR DISTRIBUTION, (6) CONTROLS, (7) TROUBLE SHOOTING, AND (8) CUSTOMER RELATIONS. EACH UNIT INCLUDES: (1) TIME ALLOCATION, (2) OBJECTIVES, (3) TOOLS AND MATERIALS, (4) INSTRUCTIONAL PROCEDURE, (5) UNIT OUTLINE, (6) LABORATORY ACTIVITY, (7) SHOP ACTIVITY, AND (8) REFERENCES AND AIDS. THE TEACHER SHOULD HAVE A MINIMUM OF 2 YEARS IN TECHNICAL EDUCATION AND 3 YEARS OF RELATED EXPERIENCE. THE SECTION RELATING TO THE ORGANIZATION AND TEACHING OF THE COURSE INCLUDES: (1) TEACHER QUALIFICATIONS, (2) ORGANIZING INSTRUCTION, (3) LESSON PLANNING, (4) EVALUATION, (5) FACILITIES, (6) ADVISORY COMMITTEES, AND (7) SAFETY. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF TOOLS, EQUIPMENT, AND SUPPLIES. OPERATION SHEETS AND TASK SHEETS ARE INCLUDED IN SOME UNITS. (EM)

VT 007 656

HINTS FOR THE PRESSMAN; A SUMMARY OF SUGGESTIONS AND ADVICE ON PRINTING . ORIGINAL HEIDELBERG AUTOMATIC PLATENS.

HEIDELBERG EASTERN, INC., GLENDALE, N.Y.
HEIDELBERG SALES AND SERVICE, 73-45 WOODHAVEN BOULEVARD, GLENDALE, NEW YORK 11227 ($1.20).
PUB DATE - ND 119P.

DESCRIPTORS - RESOURCE MATERIALS; *MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *PRINTING;

EQUIPMENT UTILIZATION
IDENTIFIERS - *HEIDELBERG AUTOMATIC PLATEN PRESS

ABSTRACT - THIS BOOKLET WAS DEVELOPED BY THE MANUFACTURER FOR USE BY PLATEN PRINTERS. IT PROVIDES FACTUAL AND DESCRIPTIVE INFORMATION ON THE OPERATION OF HEIDELBERG AUTOMATIC PLATEN PRESSES UNDER DIVERSE CONDITIONS. SOME OF THE TOPICS ARE (1) PRINTING HALF-TONES, (2) PRINTING MULTICOLOR JOBS, (3) OVERCOMING SLUR, (4) PRINTING THIN STOCK, (5) THE FORM POSITIONING DEVICE, (6) NUMBERING, (7) DIE-CUTTING, (8) EMBOSSING, (9) MAKE-READY SYSTEMS, AND (10) PREVENTING STATIC ELECTRICITY. IT IS ILLUSTRATED WITH PHOTOGRAPHS AND LINE DRAWINGS AND INCLUDES AN INDEX. ITS SIZE IS 4 1/2" BY 7". VT 007 657 IS A SIMILAR DOCUMENT FOR CYLINDER PRESSES. (EM)

VT 007 657
HINTS FOR THE PRESSMAN ; A SUMMARY OF PRINTING HINTS FOR PRESSMEN OPERATING ORIGINAL HEIDELBERG CYLINDERS.

HEIDELBERG EASTERN INC., GLENDALE, N.Y.
HEIDELBERG SALES AND SERVICE, 73-45 WOODHAVEN BOULEVARD, GLENDALE, NEW YORK 11227 ($1.20).
PUB DATE - 67 130P.

DESCRIPTORS - *REFERENCE BOOKS; SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *PRINTERS; EQUIPMENT UTILIZATION;
IDENTIFIERS - *HEIDELBERG CYLINDER PRESS OPERATORS

ABSTRACT - THIS MANUAL WAS DEVELOPED BY THE MANUFACTURER FOR USE BY HEIDELBERG CYLINDER PRESS OPERATORS. IT PROVIDES FACTUAL AND DESCRIPTIVE INFORMATION RELATIVE TO TYPICAL PROBLEMS FOUND IN THE OPERATION OF THESE PRINTING PRESSES. SOME OF THE TOPICS ARE: (1) CYLINDER PACKING, (2) PRINTING SINGLE-COLOR HALF TONES, (3) MULTI-COLOR PRINTING, (4) PRINTING OF SOLIDS, MIXED FORMS, TYPEMATTER, AND RULE FORMS, (5) PRINTING ON THIN STOCK OR CARDBOARD, (6) NUMBERING, (7) CARBON INKING AND INK FOUNTAIN, (8) EMBOSSING, CUTTING, CREASING, AND PERFORATING, (9) TREATMENT OF ROLLERS, AND (10) MAKE-READY SYSTEMS. ILLUSTRATIONS IN THIS 4 1/2" X 7" MANUAL ARE PHOTOGRAPHS AND DRAWINGS. VT 007 656 IS A SIMILAR MANUAL ON AUTOMATIC PLATEN PRESSES. (EM)

VT 007 768
VANDERBOSCH, CHARLES G.
CRIMINAL INVESTIGATION.

INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, WASHINGTON, D.C. PROFESSIONAL STANDARDS DIV.
INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, 1319 18TH STREET, N.W., WASHINGTON, D.C. 20036 ($3.75).
PUB DATE - 68 314P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *POLICE; *LAW ENFORCEMENT; CRIME; ETHICAL VALUES; *INVESTIGATIONS; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *CRIMINAL INVESTIGATION; UNITED STATES CONSTITUTION; BILL OF RIGHTS

ABSTRACT - THE PURPOSE OF THIS BOOK IS TO INTRODUCE THE FUNDAMENTALS OF CRIMINAL INVESTIGATION. IT IS FOR USE BY EMPLOYED POLICEMEN AND STUDENTS. THE 24 CHAPTERS ARE: (1) PRINCIPLES OF INVESTIGATION, (2) INVESTIGATIVE RESOURCES, (3) THE INVESTIGATIVE REPORT, (4) THE RULES OF EVIDENCE, (5) SEARCH AND SEIZURE, (6) GUIDE TO EVIDENCE COLLECTING, (7) PROTECTING THE CRIME SCENE, (8) SKETCHING THE CRIME SCENE, (9) SEARCHING ARRESTED PERSONS, (10) SEARCHING THE SUSPECT VEHICLE, (11) TOOL MARK EVIDENCE, (12) DACTYLOSCOPY, (13) FINGERPRINT EVIDENCE, (14) ESTIMATING THE TIME OF DEATH, (15) DEMOCRATIC GUIDELINES OF INTERROGATION, (16) THE MIRANDA DECISION, (17) WITNESS PERCEPTION, (18) OBTAINING INFORMATION FROM PEOPLE, (19) AUTO THEFTS, (20) BURGLARY AND ITS PREVENTION, (21) THE HOMICIDE CALL, (22) ROBBERY, (23) COUNTERFEITING, AND (24) TESTIFYING IN COURT. EACH CHAPTER INCLUDES DISCUSSION QUESTIONS AND A SHORT REFERENCE BIBLIOGRAPHY. THE APPENDIXES CONTAIN: (1) CANNON OF POLICE ETHICS, (2) U.S. CONSTITUTION AND BILL OF RIGHTS, (3) VEHICLE IDENTIFICATION NUMBERS, AND (4) ANSWERS TO REVIEW QUESTIONS. THE DOCUMENT IS ILLUSTRATED. (EM)

VT 007 910 ED 027 422
WHITE, RICHARDSON, JR.; STEIN, JOHN H.
NEW CAREERS: THE PATROLMAN AIDE. TRAINER'S MANUAL .

UNIVERSITY RESEARCH CORP., WASHINGTON, D.C.
INFORMATION CLEARINGHOUSE ON NEW CAREERS
MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF WORK-TRAINING PROGRAMS
PUB DATE - SEP68 270P.

DESCRIPTORS - *LAW ENFORCEMENT; *POLICE; *SUBPROFESSIONALS; PROGRAM DEVELOPMENT; COURSE CONTENT; *PROGRAM GUIDES; EDUCATIONAL OBJECTIVES; LEARNING ACTIVITIES; *TEACHING GUIDES
IDENTIFIERS - *NEW CAREERS PROGRAMS; PATROLMAN AIDE

ABSTRACT - DESIGNED TO ASSIST IN DEVELOPING A TRAINING PROGRAM TO EQUIP UNEMPLOYED AND UNDEREMPLOYED PERSONS WITH THE SKILLS NEEDED FOR HELPING PATROLMEN TO PROVIDE COMMUNITY SERVICE, THE MANUAL DISCUSSES SEVERAL ASPECTS OF IMPLEMENTING THE TRAINING PROGRAM IN THE FIRST FOUR CHAPTERS: "NEW CAREERS AND LAW ENFORCEMENT," "RELEVANCE OF NEW CAREERS TO LAW ENFORCEMENT," "PROBLEMS IN IMPLEMENTATION," AND "GUIDELINES FOR PATROLMAN AIDE TRAINING." THE FIFTH CHAPTER, "BASIC ELEMENTS AND ISSUES IN THE ADMINISTRATION OF JUSTICE" PRESENTS AN INTRODUCTORY CURRICULUM WHICH CONSISTS OF A COMMON BODY OF KNOWLEDGE FOR LAW ENFORCEMENT PERSONNEL, WHILE THE SIXTH CHAPTER "SPECIALTY SKILLS CURRICULUM" PRESENTS A SECOND CURRICULUM DEALING WITH THE PRACTICAL SKILLS REQUIRED OF THE TRAINEE FOR PERFORMANCE OF SPECIFIC DUTIES OF THE PATROLMAN AIDE. A MANUAL FOR TRAINEE'S AIDE (VT 007 932) IS A RELATED DOCUMENT. (JK)

VT 007 912
ELECTRONIC ASSEMBLER. A SUGGESTED GUIDE FOR A TRAINING COURSE .

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-87032
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C., 20402 ($.30).
PUB DATE - 69 19P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; *ASSEMBLY (MANUFACTURING); *ADULT VOCATIONAL EDUCATION
IDENTIFIERS - MDTA PROGRAMS; MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE BY TEACHERS AND ADMINISTRATORS FOR COURSE PLANNING IN MANPOWER DEVELOPMENT AND TRAINING PROGRAMS FOR ELECTRONIC ASSEMBLERS. IT WAS PREPARED BY THE DIVISION OF VOCATIONAL AND TECHNICAL EDUCATION AT OKLAHOMA STATE UNIVERSITY. THE 15 UNITS ARE: (1) INTRODUCTION TO SAFETY AND SHOP POLICIES, (2) IDENTIFICATION OF COMPONENTS, (3) READING ELECTRONICS DRAWINGS, (4) CORRECT USE OF TOOLS, (5) FASTENERS AND FASTENING OPERATIONS, (6) ASSEMBLY TECHNIQUES, (7) USE OF SOLDERING IRONS, (8) OTHER SOLDERING METHODS, (9) SOLDERED JOINTS, (10) SOLDERLESS JOINTS, (11) INSULATION OF JOINTS, (12) CABLE TECHNIQUES, (13) PRODUCTION LINE TECHNIQUES, (14) QUALITY TESTING, AND (15) QUALITY CONTROL. EACH UNIT CONTAINS OBJECTIVES, UNIT OUTLINE, SUGGESTED LABORATORY EXERCISES, AND REFERENCES. THIS GUIDE IS FOR A 6-WEEK COURSE WITH 66 HOURS IN THE CLASSROOM AND 174 HOURS IN THE LABORATORY. STUDENTS SHOULD BE HIGH SCHOOL GRADUATES, OR THE EQUIVALENT, AND TEACHERS SHOULD BE OCCUPATIONALLY AND PROFESSIONALLY COMPETENT. SUPPLEMENTARY MATERIAL INCLUDES BOOKS, EQUIPMENT, AND TOOL LISTS. (EM)

VT 007 913
AUTOMOTIVE BODY REPAIRMAN. A SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-87035
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.287:87035, $.30).
PUB DATE - 68 22P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; AUTO MECHANICS; OCCUPATIONAL INFORMATION; SECONDARY GRADES; ADULT VOCATIONAL EDUCATION; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR ADMINISTRATIVE USE IN PLANNING VOCATIONAL PROGRAMS FOR AUTOMOTIVE BODY REPAIRMEN. IT WAS DEVELOPED FOR THE DIVISION OF VOCATIONAL AND TECHNICAL EDUCATION UNDER A CONTRACT BY OKLAHOMA STATE UNIVERSITY. MAJOR UNITS FOR 1,760 HOURS OF CLASSROOM AND LABORATORY INSTRUCTION ARE: (1) RELATED OCCUPATIONAL INSTRUCTION, (2) AUTOMOTIVE METALS, (3) BODY PANEL AND FENDER STRAIGHTENING, (4) WELDING AND LEADING, (5) FRAME STRAIGHTENING, (6) FRONT END REPAIR AND ALIGNMENT, (7) REFINISHING PROCESSES, (8) REMOVING AND REPLACING UPHOLSTERY AND TRIM, AND (9) GLASS REMOVAL AND REPLACEMENT. EACH UNIT GIVES (1) TRAINING TIME, (2) OBJECTIVES, (3) UNIT OUTLINE, (4) SUGGESTED SHOP EXERCISES, AND (5) REFERENCES. THE U.S. EMPLOYMENT SERVICE GENERAL APTITUDE TEST BATTERY B-593 SHOULD BE UTILIZED AS AN AID IN THE SELECTION OF TRAINEES. INSTRUCTORS SHOULD HAVE RELATED EMPLOYMENT EXPERIENCE. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF FILMS, TOOLS, EQUIPMENT, AND SUPPLIES. (EM)

VT 007 914
CHAMBERS, W.W.
VENDING MACHINE REPAIRMAN. A SUGGESTED GUIDE FOR A TRAINING COURSE .

OHIO STATE UNIV., COLUMBUS
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION
OE-87033
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C., 20402 (FS 5.287:87033, $.30).
PUB DATE - DEC68 20P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *VENDING MACHINE REPAIRMEN; VENDING MACHINES; *ADULT VOCATIONAL EDUCATION; EDUCATIONAL EQUIPMENT

ABSTRACT - THIS CURRICULUM GUIDE IS FOR ADMINISTRATOR AND TEACHER USE IN DEVELOPING COURSE CONTENT FOR TRAINING PERSONS AT THE POST-HIGH SCHOOL LEVEL FOR EMPLOYMENT AS VENDING MACHINE REPAIRMEN. IT WAS DEVELOPED BY A TEACHER-EDUCATOR, AND TRADE AND INDUSTRIAL EDUCATION INSTRUCTIONAL MATERIALS DEVELOPMENT PERSONNEL. THE COURSE OBJECTIVES ARE TO PREPARE TRAINEES TO CORRECTLY DIAGNOSE MALFUNCTIONS AND TO SERVICE VENDING MACHINES THROUGH AN UNDERSTANDING OF THE FUNDAMENTALS OF ELECTRICITY, REFRIGERATION, PLUMBING, COIN AND CURRENCY DEVICES, AND PUBLIC HEALTH AND SANITATION CODES. TYPICAL INSTRUCTIONAL UNITS ARE: (1) REFRIGERATION PRINCIPLES AND PRACTICES, (2) COIN AND CURRENCY SERVICES, (3) PRINCIPLES OF CARBON DIOXIDE SYSTEMS, AND (4) CUP DISPENSING COMPONENTS. EACH OF THE 11 UNITS IS OUTLINED TO PROVIDE THE TRAINING TIME, OBJECTIVES, AND CONTENT. THE COURSE IS DESIGNED FOR 1,875 HOURS OF INSTRUCTION. THE TEACHER SHOULD MEET STATE CERTIFICATION REQUIREMENTS. THE STUDENTS SHOULD HAVE A HIGH SCHOOL EDUCATION OR MATURITY AS NEEDED TO PROFIT FROM TRAINING, AND A SATISFACTORY SCORE ON THE GENERAL APTITUDE TEST BATTERY. SUPPLEMENTARY MATERIALS INCLUDE: (1) SUGGESTIONS ON TEACHING THE COURSE, (2) A LIST OF REFERENCES AND TEXTBOOKS, AND (3) SUGGESTED EQUIPMENT, SMALL TOOLS, SUPPLIES, AND TRAINING FACILITY. (EM)

VT 007 932 ED 027 426
WHITE, RICHARDSON; STEIN, JOHN H.
NEW CAREERS: THE PATROLMAN AIDE. TRAINEE'S MANUAL .

UNIVERSITY RESEARCH CORP., WASHINGTON, D.C.

MANPOWER ADMINISTRATION (DOL), WASHINGTON,
D.C. BUREAU OF WORK-TRAINING PROGRAMS
PUB DATE - ND 147P.

DESCRIPTORS - *LAW ENFORCEMENT; *POLICE; *SUBPROFESSIONALS; WORKBOOKS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - *NEW CAREERS PROGRAMS; PATROLMAN AIDE

ABSTRACT - INTENDED FOR TRAINEE USE DURING THE PROGRAM AND A FUTURE REFERENCE TOOL, THE MANUAL IS IN WORKBOOK FORMAT WITH A CURRICULUM CORRESPONDING TO THE TRAINER'S MANUAL (VT 007 910), A RELATED DOCUMENT. THE FIRST SECTION, "GENERIC ISSUES IN THE ADMINISTRATION OF JUSTICE," DEALS WITH AN INTRODUCTION TO THE ADMINISTRATION OF JUSTICE, AND TO THE CIVIL, ADMINISTRATIVE, JUVENILE, AND CRIMINAL JUSTICE SYSTEMS. THE SECOND SECTION, "SPECIALTY SKILLS TRAINING," COVERS DEPARTMENTAL ORGANIZATION AND OPERATION, PREVENTIVE PATROL TECHNIQUES, INVESTIGATIVE TECHNIQUES, TRAFFIC DIRECTION AND CONTROL, ARRESTS AND SEARCHES, DELINQUENCY PREVENTION AND CONTROL, THE POLICE AND THE PUBLIC, AND TESTIFYING IN COURT. (JK)

VT 007 947
REFRIGERATION MECHANIC. A SUGGESTED GUIDE FOR A TRAINING COURSE .

OHIO STATE UNIV., COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. MANPOWER DEVELOPMENT AND TRAINING PROGRAM
OE-87034
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(FS5.287:87034, $.25).
PUB DATE - 68 15P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION MECHANICS; POST SECONDARY GRADES; CURRICULUM GUIDES; EDUCATIONAL EQUIPMENT; EDUCATIONAL FACILITIES; RESOURCE MATERIALS

ABSTRACT - THIS GUIDE WAS DEVELOPED TO ASSIST ADMINISTRATORS AND TEACHERS DEVELOP AND ORGANIZE COURSES FOR REFRIGERATOR MECHANICS IN MANIPULATIVE SKILLS AND KNOWLEDGE NECESSARY FOR EMPLOYMENT. THE SIX MAJOR UNITS ARE (1) RELATED OCCUPATIONAL AND COURSE INFORMATION, (2) METHODS OF REFRIGERATION, (3) REFRIGERANTS, (4) USING PRESSURE INSTRUMENTS AND CHARTS, (5) MOTORS AND MOTOR CONTROLS, AND (6) SERVICING REFRIGERATION SYSTEMS. THESE ARE INTENDED FOR ABOUT 1,400 HOURS OF INSTRUCTION. THE TEACHER SHOULD MEET STATE VOCATIONAL EDUCATION CERTIFICATION REQUIREMENTS. STUDENTS SHOULD BE HIGH SCHOOL GRADUATES. SUPPLEMENTARY MATERIALS INCLUDE LISTS OF TEXTS, REFERENCES, TOOLS, EQUIPMENT AND SUGGESTED FACILITY FLOOR PLAN. (EM)

VT 007 961
BARBER, CARL S.
NEW OPPORTUNITIES IN AVIATION: A CHALLENGE FOR VOCATIONAL-TECHNICAL EDUCATION.

PUB DATE - JAN69 24P.

DESCRIPTORS - *CURRICULUM GUIDES; *TECHNICAL EDUCATION; *AVIATION TECHNOLOGY; POST SECONDARY EDUCATION; COMMUNITY COLLEGES; OCCUPATIONAL INFORMATION; MANPOWER NEEDS; SALARIES; COURSE DESCRIPTIONS
IDENTIFIERS - *FLIGHT SUPPORT PERSONNEL; AIRPORT MANAGEMENT PERSONNEL

ABSTRACT - COURSE OUTLINES FOR FLIGHT SUPPORT PERSONNEL AND AIRPORT MANAGEMENT PERSONNEL WERE DEVELOPED BY A NATIONAL COMMITTEE AND TESTED AT THE FEDERAL AVIATION ADMINISTRATION AERONAUTICAL CENTER, OKLAHOMA CITY, OKLAHOMA. THESE MATERIALS ARE DESIGNED FOR USE BY ADMINISTRATORS OR SUPERVISING TEACHERS OF TECHNICAL EDUCATION IN CURRICULUM PLANNING FOR POST-SECONDARY PROGRAMS IN COMMUNITY COLLEGES OR TECHNICAL INSTITUTES. STUDENTS SHOULD HAVE AN INTEREST IN AVIATION AND BE 18 YEARS OF AGE. THE PROGRAMS ARE DESIGNED FOR 4 SEMESTERS OR 2 YEARS. DESIRABLE SUPPLEMENTARY MATERIALS FOR USE WITH THE COURSE OUTLINES INCLUDE FEDERAL AVIATION ADMINISTRATION MANUALS AND OCCUPATIONAL SPECIALTY MANUALS. (CH)

VT 007 974
AUTO BODY AND FENDER REPAIR. SUGGESTED COURSE OUTLINE .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.00).
PUB DATE - JAN69 68P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; GRADE 11; GRADE 12

ABSTRACT - THIS CURRICULUM IS FOR USE BY TEACHER AND SUPERVISORS IN VOCATIONAL COURSES FOR AUTO BODY REPAIRMEN. IT WAS DEVELOPED BY A COMMITTEE OF TEACHERS, SUPERVISORS, AND TEACHER EDUCATORS. MAJOR TOPICS FOR STUDY AND SKILL DEVELOPMENT ARE: (1) FRAME AND BODY STRAIGHTENING, (2) WELDING, (3) REFINISHING, (4) PAINTING, (5) GLASS INSTALLATION, (6) UPHOLSTERY, AND (7) FIBER GLASS REPAIR. EACH OF THE 16 UNITS LISTS STUDENT ACTIVITIES, RELATED TECHNICAL TOPICS, AND REFERENCE MATERIALS. SUPPLEMENTARY MATERIALS INCLUDE AN EXTENSIVE BIBLIOGRAPHY OF FILMS AND OTHER AIDS, SUGGESTED PROGRAM CHART HEADINGS, AND AN EQUIPMENT AND TOOL LIST. THIS GUIDE COVERS A 2-YEAR COURSE FOR GRADES 11 AND 12. THE TEACHER SHOULD BE A SKILLED TRADESMAN. (EM)

VT 007 984
TEAR GAS MANUAL.

CHICAGO POLICE DEPT., ILL. TRAINING DIV.
PUB DATE - ND 28P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *POLICE; ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; EMERGENCY SQUAD PERSONNEL; ILLUSTRATIONS
IDENTIFIERS - *TEAR GAS EQUIPMENT

ABSTRACT - THIS TEXT IS FOR STUDENT USE IN POLICE TRAINING COURSES. IT WAS DEVELOPED BY THE TRAINING DIVISION OF THE CHICAGO POLICE DEPARTMENT. THE PURPOSE IS TO PRESENT INFORMATION ON TEAR GAS EQUIPMENT AND ITS TACTICAL USE. MAJOR TOPICS ARE (1) COMMUNICATIONS, (2) EQUIPMENT, (3) TEAR GAS GRENADES, (4) TEAR GAS MASKS, (5) FIRST AID TREATMENT, (6) TACTICAL USES OF TEAR GAS, AND (7) PERSONS BARRICADED IN A BUILDING. ILLUSTRATIONS INCLUDE PHOTOGRAPHS AND LINE DRAWINGS. (EM)

VT 007 987
WELDING. SUGGESTED COURSE OUTLINE .

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.00).
PUB DATE - JAN69 51P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *WELDING; GRADE 11; GRADE 12; *RESOURCE MATERIALS; EDUCATIONAL EQUIPMENT

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER AND SUPERVISOR USE WITH VOCATIONAL WELDING PROGRAMS. IT WAS DEVELOPED BY A COMMITTEE OF TEACHERS, SUPERVISORS, AND TEACHER EDUCATORS. CONTENT UNITS ARE (1) ATTITUDES, (2) SAFETY, (3) BLUEPRINT READING AND SKETCHING, (4) FLAME CUTTING, (5) OXY-ACETYLENE WELDING, (6) ARC WELDING, (7) RESISTANCE WELDING, (8) TUNGSTEN INERT GAS WELDING, (9) METALLIC INERT GAS WELDING, (10) WELDING EQUIPMENT, (11) LABOR AND MANAGEMENT RELATIONS, (12) APPLIED MATH, AND (13) APPLIED SCIENCE. EACH UNIT OUTLINES STUDENT ACTIVITIES, RELATED TECHNICAL TOPICS, AND REFERENCE MATERIALS. SUPPLEMENTARY MATERIALS INCLUDE AN EXTENSIVE BIBLIOGRAPHY OF FILMS AND OTHER AIDS AND AN EQUIPMENT AND TOOL LIST. THIS GUIDE IS FOR A COURSE FOR JUNIORS OR SENIORS. THE TEACHER SHOULD BE A SKILLED TRADESMAN. (EM)

VT 008 000
MCDONOUGH, FRANCES S.
EXPANDING THE CHOICES THROUGH THE DEVELOPMENT OF CURRICULUM MATERIALS . A GUIDE FOR BUILDING A COURSE OF STUDY.

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 38130 ($2.75).
PUB DATE - 69 104P.

DESCRIPTORS - *STUDY GUIDES; *VOCATIONAL EDUCATION TEACHERS; *CURRICULUM PLANNING; TEACHER EDUCATION; *DISADVANTAGED GROUPS; *ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TEACHERS WHO ARE PLANNING ADULT VOCATIONAL EDUCATION COURSES FOR MANPOWER DEVELOPMENT TRAINING (MDT) PROGRAMS. IT WAS DEVELOPED BY VOCATIONAL TEACHERS. THE PURPOSE OF THE CONTENT IS TO ENCOURAGE AND GUIDE INDIVIDUAL TEACHERS IN PLANNING A COURSE OF STUDY WHICH IS SUITED TO THE LOCAL NEEDS AND SITUATION. MAJOR TOPICS ARE (1) PARTS OF A COURSE OF STUDY, (2) PLANNING THE COURSE OUTLINE, (3) RELATED MATERIAL, (4) THE FOUR STEP LESSON PLAN, AND (5) INSTRUCTION SHEETS. SUPPLEMENTARY MATERIALS INCLUDE SAMPLE COURSE OUTLINES, LESSON PLANS, INSTRUCTION SHEETS, LESSON PLAN FORMS, JOB SHEETS, INFORMATION SHEETS, OPERATION SHEETS, AND ASSIGNMENT SHEETS. (EM)

VT 008 014
FARIS, KAMIL J.; HAUSMANN, JOSEPH G.
PRACTICAL ELECTRICITY IN REFRIGERATION AND AIR CONDITIONING. PART II .

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - MAR68 180P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *REFRIGERATION MECHANICS; *AIR CONDITIONING; *ELECTRICITY; APPLIANCE REPAIRING; REFRIGERATION; GRADE 11

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN TRADE AND INDUSTRIAL COURSES FOR REFRIGERATION AND AIR CONDITIONING MAINTENANCE AND REPAIR. IT WAS DEVELOPED BY VOCATIONAL TEACHERS AND USED IN LOCAL SCHOOLS FOR 2 YEARS BEFORE PUBLICATION. INCLUDED ARE 96 LESSONS, 42 JOB SHEETS, AND THREE ESSAY TESTS FOR THESE MAJOR TOPICS: (1) TEMPERATURE AND PRESSURE CONTROLS, (2) TIME CONTROLS, (3) SOLENOIDS, (4) SAFETY SWITCHES, (5) MAGNETIC STARTERS, (6) WIRING CIRCUITS, (7) THREE PHASE WIRING, (8) ELECTRICAL TESTS, (9) TERMINAL IDENTIFICATION, (10) TROUBLE SHOOTING, AND (11) INSTRUMENTS. EACH LESSON GIVES AN EDUCATIONAL OBJECTIVE, INSTRUCTIONAL INFORMATION, ILLUSTRATIONS, AND STUDY QUESTIONS. EACH JOB SHEET GIVES AN OBJECTIVE, A TOOL LIST, A MATERIALS LIST, AND TASK PROCEDURES. THE MATERIAL IS TO BE USED BY 11TH GRADE MALE STUDENTS UNDER TEACHER SUPERVISION FOR ONE TERM. THE TEACHER SHOULD HAVE APPROPRIATE TRADE EXPERIENCE AND CERTIFICATION. THE DOCUMENT IS ILLUSTRATED WITH SCHEMATICS, LINE DRAWINGS, AND PHOTOGRAPHS. PART I IS AVAILABLE AS VT 005 846 (AIM WINTER 1968); SEE ABSTRACT FOR AVAILABILITY INFORMATION. (EM)

VT 008 029 ED 029 114
MOSLEY, THOMAS C., JR.
TECHNICAL DRAWING; AN APPLIED STUDY--FIRST YEAR .

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.25).
PUB DATE - JUL68 266P.

DESCRIPTORS - *TEXTBOOKS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *DRAFTING; SECONDARY GRADES; POST SECONDARY GRADES

ABSTRACT - THIS COMBINED TEXT AND STUDY GUIDE IS FOR USE BY HIGH SCHOOL AND JUNIOR COLLEGE STUDENTS ENROLLED IN FIRST YEAR TECHNICAL DRAWING COURSES AND CAN ALSO BE USED BY THE INSTRUCTORS IN CONJUNCTION WITH ANY STANDARD DRAWING TEST. IT WAS DEVELOPED BY THE AUTHOR AND TESTED IN LOCAL CLASSES BEFORE PUBLICATION. THE MAJOR SECTIONS ARE (1) DRAFTING ROOM ORIENTATION, (2) INTRODUCTION TO DRAWING, (3) MULTIVIEW SKETCHING AND PROJECTION, (4) WORKING DRAWING INTERPRETATION, (5) SECTIONS AND RELATED CONVENTIONS, AND (6) ISOMETRIC DRAWINGS. EACH OF THE 28 LESSONS INCLUDES OBJECTIVES, REFERENCES, TEXTUAL MATERIAL, AND ONE OR MORE ASSIGNMENTS. ILLUSTRATIONS ARE LINE DRAWINGS AND HALF TONES. SUPPLEMENTARY MATERIAL CONSIST OF 12 STANDARD REFERENCE TABLES SUCH AS AMERICAN STANDARD ASSOCIATION ABBREVIATIONS, FORCE AND SHRINK FITS, AND THREAD STANDARDS. (EM)

VT 008 058
KASSOFF, NORMAN C.
ORGANIZATIONAL CONCEPTS .

INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, WASHINGTON, D.C. PROFESSIONAL STANDARDS DIV.
INSTITUTE FOR POLICE MANAGEMENT
DEPARTMENT OF JUSTICE, WASHINGTON, D.C. OFFICE OF LAW ENFORCEMENT ASSISTANCE
INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, 1319 18TH STREET, N.W., WASHINGTON, D.C. 20036 ($2.00).
PUB DATE - 67 39P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; POLICE; ADMINISTRATIVE ORGANIZATION; *MANAGEMENT; INTERGROUP RELATIONS; *FUNDAMENTAL CONCEPTS

ABSTRACT - NEW AND DYNAMIC CONCEPTS OF MANAGEMENT AND ORGANIZATION ARE EVOLVING WHICH CAN BE USED TO IMPROVE LAW ENFORCEMENT AGENCIES. THIS INSTRUCTIONAL BOOKLET WAS PREPARED TO PROVIDE A COLLECTION OF SUCH CONCEPTS FROM SEVERAL DISCIPLINES. THESE ARE DISCUSSED UNDER THE HEADINGS: (1) CONCEPTS OF ORGANIZATION, (2) THE FORMAL ORGANIZATION, (3) THE INFORMAL ORGANIZATION, (4) SHORT AND TALL ORGANIZATIONS, (5) SPAN OF CONTROL VS SPAN OF MANAGEMENT, AND (6) LINE AND STAFF RELATIONSHIPS. (EM)

VT 008 136
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR WELDER COMBINATION.

TENNESSEE STATE BOARD OF VOCATIONAL EDUCATION, MURFREESBORO. MANPOWER DEVELOPMENT TRAINING SECTION
VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130 ($2.00).
PUB DATE - APR66 61P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; WELDING; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE BY TEACHERS IN WELDING COURSES FOR ADULTS. IT WAS DEVELOPED BY A GROUP OF VOCATIONAL TEACHERS AND THE AUTHOR. MAJOR UNITS INCLUDE: (1) OXYACETYLENE WELDING, (2) GRINDING, (3) ELECTRIC ARC WELDING, (4) TIG WELDING, (5) MIG WELDING, (6) PIPE WELDING, (7) CUTTING, (8) BLUEPRINTS, (9) ABBREVIATIONS AND SYMBOLS, AND (10) SHOP REQUIREMENTS FOR MATH. THESE UNITS GIVE OBJECTIVES, SUGGESTED INSTRUCTION METHODS, AND TIME ALLOTMENTS. THE CONTENT WAS DESIGNED FOR A 1,440-HOUR COURSE INCLUDING 360 HOURS OF PRE-VOCATIONAL AND REMEDIAL TRAINING. TEACHERS SHOULD BE COMPETENT WELDERS AND THE STUDENTS SHOULD BE ADULTS WHO NEED RETRAINING OR UPGRADING. SUPPLEMENTARY MATERIALS INCLUDE SAFETY REGULATIONS, A REFERENCE LIST, AND A GLOSSARY. (EM)

VT 008 192
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR WOODWORKING MACHINE OPERATORY (ENTRY).

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE. DIV. OF VOCATIONAL TECHNICAL EDUCATION
MANPOWER DEVELOPMENT AND TRAINING OFFICE, TENNESSEE STATE DEPT. OF VOCATIONAL-TECHNICAL EDUCATION, ROOM 205, CORDELL HULL BUILDING, NASHVILLE, TENNESSEE ($2.00).
PUB DATE - ND 61P.

DESCRIPTORS - CURRICULUM GUIDES; TRADE AND INDUSTRIAL EDUCATION; WOODWORKING; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *WOODWORKING MACHINE OPERATORS; MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING PREPARATORY VOCATIONAL COURSES FOR WOODWORKING MACHINE OPERATORS. IT WAS WRITTEN BY AN INDIVIDUAL WITH ASSISTANCE FROM VOCATIONAL INSTRUCTORS. EMPHASIS OF THE CONTENTS IS ON OCCUPATIONAL COMPETENCY AND QUALITY WORKMANSHIP. MAJOR UNITS ARE WOODWORKING BASICS, JOINERY, AND WOODWORKING MACHINES. THIS MANPOWER DEVELOPMENT AND TRAINING ACT COURSE WAS DESIGNED FOR 928 HOURS OF INSTRUCTION INCLUDING 230 HOURS OF BASIC REMEDIAL EDUCATION. SUPPLEMENTARY MATERIALS INCLUDE A REFERENCE LIST AND A GLOSSARY. (EM)

VT 008 194
MCDONOUGH, FRANCES S.
GUIDE FOR COURSE OF STUDY FOR ELECTRONIC MECHANIC (ANY IND.) (ENTRY).

TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE. DIV. OF VOCATIONAL TECHNICAL EDUCATION
MANPOWER DEVELOPMENT AND TRAINING OFFICE, TENNESSEE STATE DEPT. OF VOCATIONAL-TECHNICAL

EDUCATION, ROOM 205, CORDELL HULL BUILDING,
NASHVILLE, TENNESSEE 37219 ($1.50).
PUB DATE - ND 43P.

DESCRIPTORS - CURRICULUM GUIDES; TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *ELECTRONIC MECHANICS; MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING PREPARATORY VOCATIONAL COURSES FOR ELECTRONIC MECHANICS. IT WAS WRITTEN BY AN INDIVIDUAL WITH ASSISTANCE FROM VOCATIONAL INSTRUCTORS. EMPHASIS OF THE CONTENTS IS ON OCCUPATIONAL COMPETENCY. MAJOR UNITS ARE FUNDAMENTALS OF ELECTRICITY, ELECTRONICS, INDUSTRIAL APPLICATIONS, AND SHOP REQUIREMENTS FOR MATHEMATICS. THIS MANPOWER DEVELOPMENT AND TRAINING ACT COURSE WAS DESIGNED FOR 2,000 HOURS OF INSTRUCTION INCLUDING 500 HOURS OF BASIC REMEDIAL EDUCATION. SUPPLEMENTARY MATERIALS INCLUDE A REFERENCE LIST AND A GLOSSARY. (EM)

VT 008 196
COLEMAN, J. DAVID; HILSGEN, JAMES E.
A GUIDE FOR TEACHING ELECTRONICS 1-2.

SAN DIEGO CITY SCHOOLS, CALIF.
SAN DIEGO CITY SCHOOLS, EDUCATION CENTER, 4100 NORMAL STREET, SAN DIEGO, CALIFORNIA 92103 ($2.10).
PUB DATE - 68 149P.

DESCRIPTORS - *TEACHING GUIDES; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; *SECONDARY GRADES; ILLUSTRATIONS

ABSTRACT - THIS TEACHER'S GUIDE IS FOR USE IN PLANNING AND CONDUCTING HIGH SCHOOL COURSES IN BASIC ELECTRONICS. DEVELOPED BY A COMMITTEE OF SENIOR HIGH SCHOOL ELECTRONICS TEACHERS, THE GUIDE OUTLINES A BASIC CURRICULUM WHICH FULFILLS GENERAL EDUCATION OBJECTIVES AND ALSO LEAVES MUCH LATITUDE FOR INNOVATION AND VARYING EMPHASIS BY INDIVIDUAL TEACHERS. CONTENTS INCLUDE 14 UNITS, HEADED: (1) ORIENTATION TO ELECTRONICS, (2) DC AND THE NATURE OF ELECTRICITY, (3) MAGNETISM, MOTORS, AND MEASURING COMPONENTS, (4) AC THEORY AND MEASUREMENT, (5) PASSIVE ELECTRICAL COMPONENTS, (6) ACTIVE ELECTRICAL COMPONENTS, (7) POWER SUPPLIES, (8) AMPLIFIERS, (9) TRANSDUCERS, (10) OSCILLATORS, (11) AUDIO CIRCUITS, (12) ELECTRONIC COMMUNICATION, (13) ELECTRONIC MEASUREMENT AND TROUBLESHOOTING, AND (14) ELECTRONIC CONTROL, TIMING, AND ALARM SYSTEMS. EACH UNIT GIVES CONTENT, ASSIGNMENTS, BASIC CONCEPTS AND SKILLS TO BE DEVELOPED, TEACHING SUGGESTIONS AND RELATED INFORMATION, AND RECOMMENDED TIME ALLOTMENT. SUGGESTED ACTIVITIES ARE LISTED FOR EACH UNIT, KEYED TO A SECTION OF ACTIVITIES INCLUDED IN THE APPENDIXES. OTHER SUPPLEMENTARY MATERIALS APPENDED ARE SAMPLE INFORMATION AND PROJECT SHEETS AND PROBLEM SOLUTIONS. THE GUIDE IS ILLUSTRATED WITH SCHEMATIC DIAGRAMS, TABLES, AND DRAWINGS. (AW)

VT 008 224
DRAFTSMAN, ENTRY. A SUGGESTED GUIDE FOR A TRAINING COURSE .

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MANPOWER DEVELOPMENT AND TRAINING PROGRAM
OE-87037
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C., 20402 (FS 5.287:87037, $.30).
PUB DATE - 68 25P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *DRAFTSMEN; DRAFTING; *ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE BY ADMINISTRATORS AND TEACHERS CONCERNED WITH DEVELOPING AND ORGANIZING COURSES FOR ENTRY LEVEL DRAFTSMEN, PARTICULARLY IN MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS. IT WAS PREPARED FOR THE DIVISION OF VOCATIONAL AND TECHNICAL EDUCATION UNDER CONTRACT WITH OKLAHOMA STATE UNIVERSITY. A TOPICAL OUTLINE COVERS: (1) INTRODUCTION AND LETTERING, (2) MATHEMATICS, (3) MATERIALS AND MANUFACTURING PROCESSES, (4) FUNDAMENTALS OF DRAFTING, (5) WORKING DRAWINGS, (6) AUXILIARY VIEWS AND SECTIONS, (7) INTERSECTIONS AND DEVELOPMENT, (8) SCREW THREADS AND FASTENERS, (9) PICTORIAL DRAWINGS, (10) WELDING DRAWINGS, (11) PIPING DRAWINGS, (12) ELECTRICAL AND ELECTRONIC DRAFTING, (13) AERONAUTICAL DRAFTING, (14) STRUCTURAL DRAFTING, (15) ARCHITECTURAL DRAFTING, (16) MAP DRAFTING, AND (17) CHARTS AND GRAPHS. EACH UNIT INCLUDES TRAINING TIME, OBJECTIVES, SUGGESTED ACTIVITIES, AND REFERENCES. SUPPLEMENTARY MATERIALS INCLUDE LISTINGS OF TEXTS, FILMS, EQUIPMENT, TOOLS, AND SUPPLIES. (EM)

VT 008 261
TELEVISION TROUBLE SHOOTING METHODS .

CONNECTICUT STATE DEPARTMENT OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION
VT-232-T
PUB DATE - 66 17P.

DESCRIPTORS - *MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *TELEVISION REPAIRMEN; *TELEVISION; *EQUIPMENT MAINTENANCE; TECHNIQUES; SECONDARY GRADES; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS MANUAL IS FOR STUDENT AND TEACHER USE IN TELEVISION REPAIR COURSES. IT PROVIDES OUTLINED PROCEDURES FOR TROUBLE SHOOTING A TELEVISION SET WHICH ARE BASED UPON: A LOGICAL ANALYSIS TO LOCALIZE THE PROBLEM, FREQUENTLY OCCURRING FAULTS, OR EASY COMPONENT TESTS AND ADJUSTMENTS. (EM)

VT 008 271
TEACHING MACHINE PROGRAMMED INSTRUCTIONAL MATERIALS.

FEDERAL CORRECTIONAL INSTITUTION, LOMPOC, CALIF.
BUREAU OF PRISONS, WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,

101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537 (NO CHARGE, LIMITED SUPPLY).
PUB DATE - JAN69 304P.

DESCRIPTORS - *PROGRAMED MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL ADJUSTMENT; *READING; *MATHEMATICS; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; CORRECTIONAL EDUCATION; REMEDIAL PROGRAMS; PROGRAMED UNITS; PROGRAMED INSTRUCTION; ILLUSTRATIONS

ABSTRACT - THIS COLLECTION OF PROGRAMED MATERIALS IS FOR USE BY EDUCATORS IN CORRECTIONAL INSTITUTIONS. IT WAS DEVELOPED BY AN EDUCATIONAL STAFF FOR USE ON THE B.L. ALLEN TEACHING MACHINE. THE PURPOSE OF THIS COLLECTION IS TO INTRODUCE AND DISSEMINATE THE SEVERAL PROGRAMS. "INTRODUCTION TO PROGRAMING" IS DESIGNED TO EXPLAIN THE CHARACTERISTICS OF PROGRAMS TO TRAINING STAFFS. "BASIC COMMUNICATIONS" AND "BASIC SKILLS (VERBAL)" ARE DESIGNED FOR USE WITH TRAINEES SCORING BETWEEN 0.0 AND 4.0 AND BETWEEN 4.0 AND 7.0 ON SPECIFIC APTITUDE TEST (SAT) RESPECTIVELY. "BASIC SKILLS (NUMERICAL)" IS DESIGNED FOR USE WITH TRAINEES SCORING BETWEEN 4.0 AND 7.0 ON SAT. "VOCATIONAL RELATED INSTRUCTION" IS FOR USE WITH VOCATIONAL TRAINEES. "GED PREPARATION" IS DESIGNED FOR TRAINEES SCORING BETWEEN 7.0 AND 9.0 ON SAT AND WHO ARE PREPARING FOR HIGH SCHOOL EQUIVALENCY. ALL PROGRAMS PRESENTED ARE CONSIDERED TO BE IN THE TRIAL AND TESTING STAGE OF DEVELOPMENT. THE PROGRAMS ARE ILLUSTRATED. (EM)

VT 008 287
ELECTRICAL EXPERIMENTS. PART I: ELECTRIC MOTOR CONTROL.

CONNECTICUT STATE DEPT. OF EDUCATION,
HARTFORD. DIV. OF VOCATIONAL EDUCATION
VT-214-12-1
CURRICULUM CENTER, BUREAU OF VOCATIONAL-TECHNICAL SCHOOLS, STATE DEPARTMENT OF EDUCATION, ROOM 336, STATE OFFICE BUILDING, HARTFORD, CONNECTICUT 06115 (SINGLE COPIES AVAILABLE).
PUB DATE - SEP65 52P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; ELECTRONIC CONTROL; *ELECTRIC MOTORS; *ELECTRICITY; ELECTRICIANS; GRADE 12; LABORATORY EXPERIMENTS; STUDENT PROJECTS; ILLUSTRATIONS

ABSTRACT - INFORMATION SHEETS AND JOB INSTRUCTION SHEETS ARE PROVIDED IN THIS STUDY GUIDE TO DIRECT 12TH-GRADE SCHOOL VOCATIONAL ELECTRICITY TRADE STUDENTS IN THE STUDY OF ELECTRIC MOTOR CONTROL. THIS IS PART I OF A 3-PART LABORATORY EXPERIMENT PROGRAM IN VOCATIONAL ELECTRICITY. IT WAS DEVELOPED BY A STATEWIDE CURRICULUM COMMITTEE AND TESTED IN VOCATIONAL-TECHNICAL SCHOOLS. INFORMATION SHEETS PROVIDE THE STUDENT WITH BACKGROUND INFORMATION TO COMPLETE THE NINE EXPERIMENTS OUTLINED ON JOB SHEETS WHICH GIVE THE JOB OBJECTIVE, A LIST OF NECESSARY MATERIALS, AN EXPLANATION OF THE JOB, A STEP-BY-STEP PROCEDURE, A LIST OF QUESTIONS TO BE ANSWERED BY THE EXPERIMENT, AND A LIST OF STUDY REFERENCES. REPRESENTATIVE JOB TITLES ARE: (1) MAGNETIC FULL VOLTAGE STARTER, (2) WIRE A FOUR POINT STARTING BOX MANUALLY OPERATED, (3) REVERSING A COMPOUND MOTOR WITH DRUM SWITCH, AND (4) WIRE DYNAMIC BRAKING. THE MATERIAL IS TO BE USED BY THE STUDENT UNDER TEACHER SUPERVISION FOR APPROXIMATELY 200 HOURS. THE TEACHER SHOULD BE CERTIFIED IN VOCATIONAL ELECTRICITY AND HAVE AT LEAST 8 YEARS OF TRADE EXPERIENCE. STUDENTS SHOULD HAVE COMPLETED AN EXPLORATORY NINTH GRADE PROGRAM AND HAVE EMPLOYMENT GOALS AS LICENSED ELECTRICIANS. OTHER EXPERIMENT MANUALS IN THIS SERIES ARE AVAILABLE AS VT 008 288 AND VT 008 289, BOTH IN THIS ISSUE. (HC)

VT 008 288
ELECTRICAL EXPERIMENTS. PART II: A-C ACROSS THE LINE CONTROL.

CONNECTICUT STATE DEPT. OF EDUCATION,
HARTFORD. DIV. OF VOCATIONAL EDUCATION
VT-214-12-2
CURRICULUM CENTER, BUREAU OF VOCATIONAL-TECHNICAL SCHOOLS, STATE DEPARTMENT OF EDUCATION, ROOM 336, STATE OFFICE BUILDING, HARTFORD, CONNECTICUT 06115 (SINGLE COPIES AVAILABLE).
PUB DATE - SEP65 56P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; LABORATORY EXPERIMENTS; *ELECTRONIC CONTROL; *ELECTRICITY; *ELECTRICAL OCCUPATIONS; ILLUSTRATIONS; GRADE 12; STUDENT PROJECTS

ABSTRACT - INFORMATION SHEETS AND JOB INSTRUCTION SHEETS ARE PROVIDED IN THIS STUDY GUIDE TO DIRECT THE 12TH-GRADE HIGH SCHOOL VOCATIONAL ELECTRICITY TRADE STUDENT IN THE STUDY OF ALTERNATING CURRENT (AC) ACROSS-THE-LINE CONTROL. THIS IS PART II IN A 3-PART LABORATORY EXPERIMENT PROGRAM IN VOCATIONAL ELECTRICITY. IT WAS DEVELOPED BY A STATEWIDE CURRICULUM COMMITTEE AND TESTED IN VOCATIONAL TECHNICAL SCHOOLS. INFORMATION SHEETS PROVIDE THE STUDENT WITH BACKGROUND INFORMATION WHERE NECESSARY TO COMPLETE THE 11 EXPERIMENTS OUTLINED ON JOB SHEETS WHICH GIVE THE JOB OBJECTIVE, A LIST OF NECESSARY MATERIALS, AN EXPLANATION OF THE JOB, A STEP-BY-STEP PROCEDURE, A LIST OF QUESTIONS TO BE ANSWERED BY THE EXPERIMENT, AND A LIST OF STUDY REFERENCES. REPRESENTATIVE JOB TITLES ARE: (1) LOW VOLTAGE CONTROL CIRCUIT, (2) TWO MOTOR SEQUENCE CONTROL, (3) REVERSING MAGNETIC CONTROLLERS, AND (4) THREE PHASE PLUGGING WITH LOCKOUT OF INTERACTION. THE MATERIAL IS TO BE USED BY THE STUDENT UNDER TEACHER SUPERVISION FOR APPROXIMATELY 300 HOURS. THE TEACHER SHOULD BE CERTIFIED IN VOCATIONAL ELECTRICITY AND HAVE AT LEAST 8 YEARS OF TRADE EXPERIENCE. STUDENTS SHOULD HAVE COMPLETED AN EXPLORATORY NINTH GRADE PROGRAM AND HAVE EMPLOYMENT GOALS AS LICENSED ELECTRICIANS. OTHER EXPERIMENT MANUALS IN THIS SERIES ARE AVAILABLE AS VT 008 287 AND VT 008 289, BOTH IN THIS ISSUE. (HC)

VT 008 289
ELECTRICAL EXPERIMENTS. PART III: BASIC ELECTRONICS.

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION
VT-214-12-3
CURRICULUM CENTER, BUREAU OF VOCATIONAL-TECHNICAL SCHOOLS, STATE DEPARTMENT OF EDUCATION, ROOM 336, STATE OFFICE BUILDING, HARTFORD, CONNECTICUT 06115 (SINGLE COPIES AVAILABLE).
PUB DATE - SEP65 91P.

DESCRIPTORS - *STUDY GUIDES; *LABORATORY EXPERIMENTS; *ELECTRONICS; *ELECTRICITY; *ELECTRICAL OCCUPATIONS; STUDENT PROJECTS; GRADE 12; ILLUSTRATIONS

ABSTRACT - INFORMATION SHEETS AND JOB INSTRUCTION SHEETS ARE PROVIDED IN THIS STUDY GUIDE TO DIRECT THE 12TH GRADE HIGH SCHOOL VOCATIONAL ELECTRICITY TRADE STUDENT IN THE STUDY OF BASIC ELECTRICITY. IT WAS DEVELOPED BY A STATEWIDE CURRICULUM COMMITTEE AND TESTED IN VOCATIONAL-TECHNICAL SCHOOLS. INFORMATION SHEETS PROVIDE THE STUDENT WITH BACKGROUND INFORMATION TO COMPLETE THE 18 EXPERIMENTS OUTLINED ON JOB SHEETS WHICH GIVE THE JOB OBJECTIVES, A LIST OF NECESSARY MATERIALS, AN INTRODUCTORY INFORMATION STATEMENT AND AN EXPLANATION OF THE JOB STEP-BY-STEP PROCEDURES, A LIST OF QUESTIONS TO BE ANSWERED BY THE EXPERIMENT, AND A LIST OF STUDY REFERENCES. REPRESENTATIVE JOB TITLES ARE: (1) VACUUM TUBE-THE EDISON EFFECT, (2) TRIODE CHARACTERISTICS, (3) PENTODE CHARACTERISTICS, CURVES, (4) POWER SUPPLIES, AND (5) AMPLIFIER CIRCUITS. THE MATERIAL IS TO BE USED BY THE STUDENT UNDER TEACHER SUPERVISION FOR APPROXIMATELY 300 HOURS. THE TEACHER SHOULD BE CERTIFIED IN VOCATIONAL ELECTRICITY AND HAVE AT LEAST 8 YEARS OF TRADE EXPERIENCE. STUDENTS SHOULD HAVE COMPLETED THE EXPLORATORY NINTH GRADE PROGRAM AND HAVE EMPLOYMENT GOALS AS LICENSED ELECTRICIANS. OTHER EXPERIMENT MANUALS IN THIS SERIES ARE AVAILABLE AS VT 008 287 AND VT 008 288, BOTH IN THIS ISSUE. (HC)

VT 008 290
THEORY AND FUNDAMENTAL PROCESS UNITS, TOOL AND DIEMAKING. GRADE 11.

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION
CURRICULUM CENTER, BUREAU OF VOCATIONAL-TECHNICAL SCHOOLS, STATE DEPARTMENT OF EDUCATION, ROOM 336, STATE OFFICE BUILDING, HARTFORD, CONNECTICUT 06115 (SINGLE COPIES AVAILABLE).
PUB DATE - 66 104P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TOOL AND DIE MAKERS; GRADE 11; ACHIEVEMENT TESTS; MACHINE TOOLS

ABSTRACT - THIS TEACHING GUIDE IS FOR INSTRUCTOR USE IN DEVELOPING TRADE-RELATED INSTRUCTION FOR GRADE 11 STUDENTS IN VOCATIONAL MACHINE SHOP PROGRAMS CONCENTRATING IN TOOL AND DIE MAKING. IT WAS DEVELOPED BY A STATEWIDE CURRICULUM COMMITTEE THROUGH TRADE ANALYSIS AND TESTED IN VOCATIONAL-TECHNICAL SCHOOLS. THE 52 INSTRUCTIONAL UNITS ARE GROUPED INTO EIGHT INSTRUCTIONAL BLOCKS TITLED: (1) LATHE GENERAL, (2) SHAPER, (3) MILLING, (4) DRILL PRESS, (5) BENCH WORK, (6) GRINDING, (7) MACHINE SAWING, AND (8) LARGING, HARDENING, TEMPERING. EACH INSTRUCTIONAL UNIT CONTAINS LISTS OF TEACHING POINTS, INSTRUCTIONAL AIDS, AND TEST QUESTIONS. THE MATERIAL IS TO BE USED BY A CERTIFIED VOCATIONAL MACHINE SHOP INSTRUCTOR WITH 8 YEARS OF TRADE AND EXPERIENCE TO DEVELOP 150 HOURS OF TRADE-RELATED INSTRUCTION. THE DOCUMENT IS MIMEOGRAPHED. (HC)

VT 008 291
SHOP THEORY FOR MACHINE TRADES. METALLURGY OF IRON AND STEEL. SESSIONS 1-12.

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION.
VT-218-T-6
CURRICULUM CENTER, BUREAU OF VOCATIONAL-TECHNICAL SCHOOLS, STATE DEPARTMENT OF EDUCATION, ROOM 336, STATE OFFICE BUILDING, HARTFORD, CONNECTICUT 06115 (SINGLE COPIES AVAILABLE).
PUB DATE - ND 51P.

DESCRIPTORS - *TEACHING GUIDES; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METALLURGY; MACHINE TOOL OPERATORS; *METAL WORKING OCCUPATIONS; HIGH SCHOOLS; TESTS

ABSTRACT - THIS TEACHING-STUDY GUIDE IS FOR USE IN DIRECTING THE STUDY OF RELATED TECHNICAL INFORMATION ON THE METALLURGY OF IRON AND STEEL IN HIGH SCHOOL VOCATIONAL MACHINE TRADES PROGRAMS. IT WAS DEVELOPED BY STATEWIDE CURRICULUM COMMITTEE AND TESTED IN VOCATIONAL-TECHNICAL SCHOOLS. REPRESENTATIVE TITLES OF THE 12 LESSONS ARE: (1) CHEMISTRY OF IRON AND STEEL, (2) METHODS OF MANUFACTURE, SHAPING AND FORMING, (3) VARIOUS HEAT TREATMENTS, AND (4) THE THEORY OF IRON AND CARBON ALLOYS. EACH LESSON PROVIDES THE TEACHER AND STUDENT TRUE AND FALSE TEST FOR LESSONS 1-6, A COMPLETION TEST FOR LESSONS 7-12, AND A FINAL UNIT TEST ARE INCLUDED. THE MATERIAL IS TO BE USED BY THE TEACHER AND STUDENT IN A 90 HOUR UNIT. THE TEACHER SHOULD BE A CERTIFIED VOCATIONAL INSTRUCTOR WITH 8 YEARS OF TRADE EXPERIENCE AND THE STUDENTS SHOULD BE ENROLLED IN A VOCATIONAL MACHINE TRADES PROGRAM. A BIBLIOGRAPHY OF REFERENCE MATERIALS IS APPENDED. (EM)

VT 008 292
MATHEMATICS FOR BAKERS. STUDENT GUIDE SHEETS .

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION
VT-220-P
CURRICULUM CENTER, BUREAU OF VOCATIONAL-TECHNICAL SCHOOLS, STATE DEPT. OF EDUCATION, ROOM 336, STATE OFFICE BUILDING, HARTFORD, CONNECTICUT 06115 (WITHOUT CHARGE).
PUB DATE - ND 30P.

DESCRIPTORS - *BAKERS; *PRACTICAL MATHEMATICS; *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; GRADE 10; WORKSHEETS

ABSTRACT - THIS MANUAL IS FOR USE BY HIGH SCHOOL STUDENTS IN BAKING PROGRAMS. IT WAS DEVELOPED BY TEACHERS, ADMINISTRATORS, AND

CONSULTANTS AND WAS TESTED THROUGH A 1-YEAR TRIAL IN TWO SCHOOLS. UNITS RELATE TO: (1) WHOLE NUMBERS, (2) MULTIPLICATION, (3) DIVISION, (4) FRACTIONS, (5) DECIMALS, (6) PERCENTAGE, (7) DENOMINATE NUMBERS, AND (8) RATIO AND PROPORTION. EACH SECTION INDICATES RELATED REFERENCES, PRESENTS BASIC PRINCIPLES, AND POSES TRADE-RELATED QUESTIONS. THE TEACHER SHOULD BE A TRADE OR MATHEMATICS INSTRUCTOR AND STUDENTS SHOULD BE AT THE 10TH GRADE LEVEL. (JK)

VT 008 298
AVIATION ELECTRONICS TECHNICIAN 1 AND C.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 10318-C
PUB DATE - 68 486P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AVIATION TECHNOLOGY; *STUDY GUIDES; *ENLISTED MEN; AVIATION MECHANICS; TECHNICAL EDUCATION; *ELECTRONIC TECHNICIANS; FILMS; ELECTRONICS; ADULT EDUCATION

ABSTRACT - INTENDED FOR ENLISTED PERSONNEL OF THE U.S. NAVY AND NAVAL RESERVE WHO ARE PREPARING FOR ADVANCEMENT TO AT1 AND ATC, THIS TRAINING COURSE ON AVIATION ELECTRONICS WAS PREPARED BY THE U.S. NAVY TRAINING PUBLICATION CENTER, MEMPHIS, TENNESSEE. TOPICS ARE: (1) AVIATION ELECTRONICS TECHNICIAN RATING, (2) AIRCRAFT MAINTENANCE ORGANIZATION, (3) TECHNICAL DRAWINGS AND PUBLICATIONS, (4) AVIATION SUPPLY, (5) AVIONICS MAINTENANCE SUPERVISION, (6) MAINTENANCE PROCEDURES, (7) TEST EQUIPMENT, (8) INFRARED DETECTION, (9) MAGNETIC AMPLIFIERS, (10) AIRCRAFT COMPUTER APPLICATIONS, (11) ANTENNAS AND PROPAGATION, (12) UHF AND MICROWAVE TECHNIQUES, (13) UHF COMMUNICATIONS, (14) SPECIAL CIRCUITS, (15) PRINCIPLES OF RADAR, (16) RADAR CIRCUITS, AND (17) RADAR INDICATORS. A FILM LIST, ELECTRONICS SYMBOLS, GREEK ALPHABET, AND FORMULAS ARE APPENDED, AND A SUBJECT INDEX IS INCLUDED. (GP)

VT 008 312
CURRICULUM GUIDE FOR TRADES AND INDUSTRIES TAILORING PROGRAMS.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION
CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER
PUB DATE - 68 24P.

DESCRIPTORS - *CURRICULUM GUIDES; OCCUPATIONAL HOME ECONOMICS; *TRADE AND INDUSTRIAL EDUCATION; NEEDLE TRADES; *CLOTHING INSTRUCTION; SEAMSTRESSES; SECONDARY GRADES; CLOTHING
IDENTIFIERS - *TAILORING

ABSTRACT - GUIDELINES FOR TEACHER USE WHEN PLANNING AN INSTRUCTIONAL PROGRAM TO DEVELOP THE BASIC SKILLS, KNOWLEDGE, AND ATTITUDES FOR ENTRY INTO THE TAILORING TRADE AS APPRENTICES WERE DEVELOPED BY TAILORING INSTRUCTORS WHO PARTICIPATED IN A TWO-DAY CONFERENCE. THE TAILORING COURSE, TO BE OFFERED IN HIGH SCHOOLS AND AREA VOCATIONAL CENTERS, SHOULD BE SCHEDULED FOR 3 HOURS DAILY, 5 DAYS PER WEEK, 36 WEEKS PER YEAR, FOR 2 YEARS OR 1,080 HOURS FOR STUDENTS IN GRADES 10, 11, AND 12. COURSE OBJECTIVES, A JOB DESCRIPTION, AND JOB OPPORTUNITIES ARE INCLUDED IN THE DOCUMENT. A COURSE CONTENT OUTLINE LISTS THE TOPICS THOUGHT TO BE ESSENTIAL TO A THOROUGH TAILORING PROGRAM. TOPICS SHOULD BE ADAPTED TO LOCAL NEEDS AND UNIQUE SITUATIONS. THEY INCLUDE SAFETY, TOOLS, EQUIPMENT AND SUPPLIES, BASIC HAND OPERATIONS, USES OF POWER SEWING MACHINES, GARMENT CONSTRUCTION STEPS, AND DRAFTING. SECTIONS ON PANTS, VESTS, SKIRTS, AND COAT MAKING BREAK DOWN CONTENT INTO PARTS, PROJECTS, ALTERATIONS, REPAIRS, AND PRACTICE CONSTRUCTION. SUGGESTED REFERENCE BOOKS ARE LISTED. (FP)

VT 008 317
SMALL ENGINE REPAIR. A SUGGESTED GUIDE FOR A TRAINING COURSE .

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-87036
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS 5.287:87036, $.70).
PUB DATE - 68 71P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *ENGINES; GRADE 11; GRADE 12; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - SMALL GASOLINE ENGINES; *SMALL ENGINE REPAIRMEN; MDTA PROGRAMS; MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE BY TEACHERS AND ADMINISTRATORS OF MANPOWER DEVELOPMENT AND TRAINING ACT OR THE VOCATIONAL EDUCATION ACT PROGRAMS DESIGNED TO TRAIN SMALL ENGINE MECHANICS. IT WAS DEVELOPED IN A COORDINATED EFFORT INVOLVING INDUSTRIAL REPRESENTATIVES AND VOCATIONAL TEACHERS BY THE U.S. OFFICE OF EDUCATION. MAJOR SECTIONS ARE: (1) INTRODUCTION TO THE COURSE, THE OCCUPATION AND THE INDUSTRY, (2) FOUR-STROKE CYCLE ENGINES, (3) TWO-STROKE CYCLE ENGINES, AND (4) BUSINESS PROCEDURES. EACH SECTION CONTAINS OBJECTIVES, TOOL AND MATERIAL LISTS, INSTRUCTIONAL PROCEDURES, UNIT OUTLINES, AND TEXT SUGGESTIONS. THIS 540-HOUR COURSE WAS DESIGNED FOR USE AT THE SENIOR HIGH LEVEL BUT IS READILY ADAPTABLE FOR USE WITH ADULTS. SUPPLEMENTARY MATERIALS INCLUDE A TEXT AND AUDIOVISUAL AIDS LIST, PRACTICE UNITS, AND TOOL AND SUPPLY LISTS. (EM)

VT 008 319
OKLAHOMA CURRICULUM GUIDE FOR DRIVER AND TRAFFIC SAFETY EDUCATION.

OKLAHOMA CURRICULUM IMPROVEMENT COMMISSION, OKLAHOMA CITY. STATE COMMITTEE ON DRIVER AND TRAFFIC SAFETY EDUC.
OKLAHOMA STATE DEPT. OF EDUCATION, OKLAHOMA CITY
PUB DATE - 69 104P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *DRIVER EDUCATION; *TEACHING GUIDES; SECONDARY GRADES

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE BY DRIVER EDUCATION TEACHERS. IT WAS DEVELOPED BY A STATE COMMITTEE OF TEACHERS, ADMINISTRATORS, AND TEACHER EDUCATORS UNDER AN ELEMENTARY AND SECONDARY EDUCATION ACT, TITLE V GRANT. COURSE UNITS ARE: (1) ORIENTING STUDENTS TO THE HIGH SCHOOL DRIVER EDUCATION PROGRAM, (2) SOCIAL AND ECONOMIC BACKGROUND OF THE AUTOMOBILE, (3) PHYSICAL CHARACTERISTICS OF THE DRIVER, (4) CONSTRUCTION AND OPERATION OF THE AUTOMOBILE, (5) THE DRIVING COMPARTMENT, (6) SIGNS, SIGNALS, AND MARKINGS, (7) OBSERVANCE AND ENFORCEMENT OF MOTOR VEHICLE AND TRAFFIC LAWS, (8) RULES OF THE ROAD, (9) DRIVER VARIABLES AND ACCIDENT PREVENTION, (10) URBAN AND RURAL DRIVING WITH A DEFENSIVE OVERTURE, (11) MAINTENANCE AND CARE OF THE AUTOMOBILE, (12) ACCIDENT REPORTING AND RECORDS, (13) DRIVING ON FREEWAYS, (14) DRIVING UNDER ADVERSE CONDITIONS, (15) PURCHASING AND INSURING YOUR CAR, (16) OPERATOR LICENSING AND VEHICLE REGISTRATION, (17) ALCOHOL AND DRUGS, AND (18) ESSENTIAL FIRST AID KNOWLEDGE RECOMMENDED FOR AUTOMOBILE DRIVERS. SOURCES OF TEACHING AIDS AND HINTS ON STUDENT EVALUATION ARE INCLUDED. (EM)

VT 008 332
TEACHING AIDS FOR ELECTRICAL EXPERIMENTS. GRADE 11. LESSON PLAN.

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION
VT-214-11A
CURRICULUM CENTER, BUREAU OF VOCATIONAL-TECHNICAL SCHOOLS, STATE DEPARTMENT OF EDUCATION, ROOM 336, STATE OFFICE BUILDING, HARTFORD, CONNECTICUT 06115 (SINGLE COPIES AVAILABLE).
PUB DATE - ND 66P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRICIANS; GRADE 11; *LESSON PLANS

ABSTRACT - LESSON PLANS ARE PROVIDED IN THIS TEACHING GUIDE TO AID THE VOCATIONAL ELECTRICITY TEACHER IN DIRECTING CLASSROOM INSTRUCTION AND ELECTRICAL EXPERIMENTS FOR 11TH-GRADE VOCATIONAL ELECTRICITY STUDENTS. IT WAS DEVELOPED BY A STATEWIDE CURRICULUM COMMITTEE AND TESTED IN VOCATIONAL-TECHNICAL SCHOOLS. THE LESSON PLANS GIVE THE LESSON OBJECTIVE, A LIST OF NECESSARY MATERIALS, PRESENTATION IDEAS, LABORATORY EXPERIMENTS KEYED TO THE GRADE 11 ELECTRICAL EXPERIMENTS MANUAL, AND A STUDENT HOMEWORK ASSIGNMENT. REPRESENTATIVE SUBJECTS COVERED IN THE LESSON PLANS ARE: (1) COMMERCIAL APPLICATION OF ELECTROMAGNETS, (2) ELECTROMAGNETIC INSTRUMENTS, (3) COMMERCIAL GENERATORS, (4) DIRECT CURRENT (DC) MOTORS, (5) FACTORS AFFECTING ALTERNATING CURRENT (AC) CIRCUITS, AND (6) ELECTRON TUBES. THE MATERIAL IS TO BE USED BY THE VOCATIONAL ELECTRICITY TEACHER IN DIRECTING APPROXIMATELY 570 HOURS OF STUDENT CLASSROOM AND LABORATORY EXPERIENCES. STUDENTS SHOULD HAVE COMPLETED A GRADE 9 EXPLORATORY PROGRAM AND HAVE EMPLOYMENT GOALS AS LICENSED ELECTRICIANS. (HC)

VT 008 334
ENGINEERING TECHNOLOGY: A POST-SECONDARY CURRICULUM GUIDE.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. VOCATIONAL TECHNICAL DIV.
VOCATIONAL-TECHNICAL DIVISION, DEPARTMENT OF COMMUNITY COLLEGES, STATE BOARD OF EDUCATION, 112 WEST LANE STREET, RALEIGH, NORTH CAROLINA 27602 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 67 162P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ENGINEERING TECHNICIANS; *ENGINEERING TECHNOLOGY; *TECHNICAL EDUCATION; POST SECONDARY EDUCATION
IDENTIFIERS - NORTH CAROLINA

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY A CURRICULUM ADVISORY COMMITTEE FOR USE BY FACULTIES OF POST SECONDARY SCHOOLS OFFERING ENGINEERING TECHNOLOGY PROGRAMS. CURRICULUMS AND COURSE DESCRIPTIONS ARE GIVEN FOR A 6-QUARTER PROGRAM IN THE TECHNOLOGIES OF: (1) INDUSTRIAL ENGINEERING, (2) ELECTRONICS, (3) MECHANICAL DRAFTING AND DESIGN, (4) ARCHITECTURE, (5) FURNITURE DRAFTING AND DESIGN, (6) ELECTROMECHANICAL TECHNOLOGY, (7) CHEMICAL TECHNOLOGY, (8) FIRE AND SAFETY, (9) MANUFACTURING, (10) SANITATION, (11) CIVIL ENGINEERING, (12) ELECTRICITY, AND (13) AIR CONDITIONING AND REFRIGERATION. TEACHERS SHOULD HAVE THEIR DEGREE AND BE EXPERIENCED IN THEIR AREA OF SPECIALTY. LABORATORY FACILITIES ARE NECESSARY TO SUPPORT THE CURRICULUMS. (EM)

VT 008 337
TECHNICAL CLUSTER IV. TECHNICAL SERVICES. VOLUME A: BUILDING MAINTENANCE AND SANITATION SERVICES.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537.
PUB DATE - 68 117P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *MAINTENANCE; *JANITORS; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES

ABSTRACT - THIS SERIES OF SIX CURRICULUM GUIDES WAS DEVELOPED BY A COMPANY UNDER A CONTRACT TO THE U.S. BUREAU OF PRISONS TO OUTLINE VOCATIONAL COURSES FOR AN OCCUPATIONAL CLUSTER IN MAINTENANCE SERVICES. THESE COURSES ARE FOR USE IN CORRECTIONAL INSTITUTIONS. EACH GUIDE CONTAINS 20-INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS GUIDE INCLUDE: (1) ORIENTATION AND EMPLOYMENT OPPORTUNITIES, (2) INTERIOR HOUSEKEEPING AND SANITATION PRACTICES, (3) TOILET ROOM SANITATION, (4) CONCRETE FLOOR SERVICE, (5) RUG AND CARPET CLEANING, (6) FIRST AID AND SAFETY, (7) DUST

CONTROL AND ROOM CLEANING, (8) OFFICE AND LABORATORY CLEANING, AND (9) WASTE DISPOSAL. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 338-VT 008 342. (EM)

VT 008 338
TECHNICAL CLUSTER IV. TECHNICAL SERVICES. VOLUME B: LANDSCAPE SERVICES.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 127P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL CLUSTERS; *GROUNDS KEEPERS; AGRICULTURAL EDUCATION; MAINTENANCE; *ORNAMENTAL HORTICULTURE; *LANDSCAPING; ADULT VOCATIONAL EDUCATION; UNITS OF STUDY (SUBJECT FIELDS); CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; BIBLIOGRAPHIES

ABSTRACT - THIS SERIES OF SIX CURRICULUM GUIDES WAS DEVELOPED BY A COMPANY UNDER A CONTRACT WITH THE U.S. BUREAU OF PRISONS TO OUTLINE VOCATIONAL COURSES FOR AN OCCUPATIONAL CLUSTER IN MAINTENANCE SERVICES. THESE COURSES ARE FOR USE IN CORRECTIONAL INSTITUTIONS. EACH COURSE CONTAINS 20-INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS GUIDE INCLUDE: (1) SURVEYING THE NEED FOR LANDSCAPE HORTICULTURALISTS, (2) IDENTIFICATION, PREPARATION, AND FERTILIZATION OF SOIL, (3) POWER OPERATED EQUIPMENT, (4) PLANTING TECHNIQUES, (5) WEED CONTROL TECHNIQUES, (6) TRIMMING AND PRUNING, (7) INSECT CONTROL, AND (8) INDOOR PLANTS. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 337-VT 008 342. (EM)

VT 008 339
TECHNICAL CLUSTER IV. TECHNICAL SERVICES. VOLUME C: AUTOMOTIVE SERVICES I.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 128P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; MAINTENANCE; *AUTO MECHANICS (OCCUPATION); *AUTO MECHANICS; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES

ABSTRACT - THIS SERIES OF SIX CURRICULUM GUIDES WAS DEVELOPED BY A COMPANY UNDER A CONTRACT WITH THE U.S. BUREAU OF PRISONS TO OUTLINE VOCATIONAL COURSES FOR AN OCCUPATIONAL CLUSTER IN MAINTENANCE SERVICES. THESE COURSES ARE FOR USE IN CORRECTIONAL INSTITUTIONS. EACH GUIDE CONTAINS 20-INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS GUIDE INCLUDE: (1) AUTOMOBILE SERVICE INDUSTRY, (2) AUTOMOTIVE SERVICE TOOL IDENTIFICATION, (3) RADIATORS AND COOLING SYSTEM SERVICE, (4) LUBRICANTS AND LUBRICATION, (5) BRAKES AND BRAKE FLUIDS, (6) WINDSHIELD WIPER AND WASHER SERVICE, (7) TUBE AND TUBELESS TIRE REPAIR, AND (8) TIRE AND WHEEL BALANCING SERVICE. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 337-VT 008 342. (EM)

VT 008 340
TECHNICAL CLUSTER IV. TECHNICAL SERVICES. VOLUME D: AUTOMOTIVE SERVICES II.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 150P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL CLUSTERS; MAINTENANCE; *AUTO MECHANICS (OCCUPATION); *ENGINES; *AUTO MECHANICS; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES

ABSTRACT - THIS SERIES OF SIX CURRICULUM GUIDES WAS DEVELOPED BY A COMPANY UNDER A CONTRACT WITH THE U.S. BUREAU OF PRISONS TO OUTLINE VOCATIONAL COURSES FOR AN OCCUPATIONAL CLUSTER IN MAINTENANCE SERVICES. THESE COURSES ARE FOR USE IN CORRECTIONAL INSTITUTIONS. EACH GUIDE CONTAINS 20-INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS GUIDE INCLUDE: (1) THE AUTOMOBILE ENGINE, (2) ENGINE PERFORMANCE, (3) ELECTRICAL IGNITION SYSTEM COMPONENTS, (4) PURPOSE OF ENGINE COOLING SYSTEM, (5) DRIVE BELTS AND RADIATOR PRESSURE CAPS, (6) THE RADIATOR, AND (7) AIR COOLED ENGINES. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 337-VT 008 342. (EM)

VT 008 341
TECHNICAL CLUSTER IV. TECHNICAL SERVICES. VOLUME E: AIR CONDITIONING AND REFRIGERATION SERVICES I.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 105P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL CLUSTERS; *SERVICE OCCUPATIONS; ADULT VOCATIONAL EDUCATION; MAINTENANCE; *REFRIGERATION MECHANICS; *REFRIGERATION; CORRECTIVE INSTITUTIONS; UNITS OF STUDY (SUBJECT FIELDS); ORIENTATION MATERIALS; BIBLIOGRAPHIES

ABSTRACT - THIS SERIES OF SIX CURRICULUM GUIDES WAS DEVELOPED BY A COMPANY UNDER A CONTRACT WITH THE U.S. BUREAU OF PRISONS TO OUTLINE VOCATIONAL COURSES FOR AN OCCUPATIONAL CLUSTER IN MAINTENANCE SERVICES. THESE COURSES ARE FOR USE IN CORRECTIONAL INSTITUTIONS. EACH GUIDE CONTAINS 20-INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS GUIDE INCLUDE: (1) REFRIGERATION AND AIR CONDITIONING SERVICE, (2) BASIC REFRIGERATION SYSTEMS, (3) COMPRESSION SYSTEMS, (4) REFRIGERANT CONTROLS, (5) THERMOSTAT DESIGN, (6) SCIENCIC PRINCIPLES, (7) DIAGNOSING MECHANISM TROUBLE, (8) DOMESTIC HERMETIC SYSTEMS AND MECHANISMS, AND (9) DOMESTIC REFRIGERATOR AND FREEZER CABINETS. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 337-VT 008 342. (EM)

VT 008 342

TECHNICAL CLUSTER IV. TECHNICAL SERVICES. VOLUME F: AIR CONDITIONING AND REFRIGERATION SERVICES II.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 141P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL CLUSTERS; *SERVICE OCCUPATIONS; ADULT VOCATIONAL EDUCATION; MAINTENANCE; *AIR CONDITIONING; *REFRIGERATION MECHANICS; CORRECTIVE INSTITUTIONS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES; ORIENTATION MATERIALS

ABSTRACT - THIS SERIES OF SIX CURRICULUM GUIDES WAS DEVELOPED BY A COMPANY UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS TO OUTLINE VOCATIONAL COURSES FOR AN OCCUPATIONAL CLUSTER IN MAINTENANCE SERVICES. THESE COURSES ARE FOR USE IN CORRECTIONAL INSTITUTIONS. EACH GUIDE CONTAINS 20-INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS GUIDE INCLUDE: (1) BASIC ELECTRICITY, (2) MAGNETISM, (3) SENSORS AND TRANSDUCERS, (4) TRANSFORMERS AND RECTIFIERS, (5) MOTOR CONSTRUCTION, (6) ELECTRIC MOTOR TYPES, (7) MOTOR CONTROL PRINCIPLES, (8) PRESSURE CONTROLS, AND (9) DEFROSTING CONTROLS. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 337-VT 008 341. (EM)

VT 008 343

TECHNICAL CLUSTER III. ELECTRONICS TECHNOLOGY. VOLUME A: D.C. ELECTRICAL APPLICATIONS.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 188P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *ELECTRONICS INDUSTRY; ADULT VOCATIONAL EDUCATION; *ELECTRONICS; ORIENTATION MATERIALS; CORRECTIVE INSTITUTIONS; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED FOR CORRECTIONAL INSTITUTIONS, THIS SERIES OF SIX CURRICULUM GUIDES IS FOR USE IN TEACHING AN OCCUPATIONAL CLUSTER IN ELECTRONICS TECHNOLOGY. EACH GUIDE CONTAINS 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS VOLUME INCLUDE: (1) AN OVERVIEW OF THE ELECTRICITY-ELECTRONICS INDUSTRY, (2) ATOMIC STRUCTURE AND BASIC THEORIES OF MATTER, (3) BASIC ELECTRICAL TERMS, (4) ELECTRICAL POWER, (5) BASIC D.C. INSTRUMENTATION, (6) ELECTROCHEMICAL APPLICATIONS, (6) THERMAL-ELECTRICAL APPLICATIONS, (7) ELECTROMAGNETIC EFFECTS, (9) POWER DEVELOPED FROM THE ATOM, AND (9) FINAL EVALUATION OF D.C. PRINCIPLES, MATERIALS, AND PRODUCTS. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 334-VT 008 348. (EM)

VT 008 344

TECHNICAL CLUSTER III. ELECTRONICS TECHNOLOGY. VOLUME B: A.C. ELECTRICAL APPLICATIONS.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 131P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *ELECTRONICS INDUSTRY; ADULT VOCATIONAL EDUCATION; *ELECTRONICS; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED FOR CORRECTIONAL INSTITUTIONS, THIS SERIES OF SIX CURRICULUM GUIDES IS FOR USE IN TEACHING AN OCCUPATIONAL CLUSTER IN ELECTRONICS TECHNOLOGY. EACH GUIDE CONTAINS 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS VOLUME INCLUDE: (1) INTRODUCTION AND ORIENTATION TO A.C. ELECTRICAL THEORY, (2) SINE WAVE CHARACTERISTICS, (3) A.C. CIRCUIT FUNDAMENTALS, (4) FUNDAMENTALS OF HOUSE WIRING, (5) FUNDAMENTALS OF HOUSEHOLD APPLIANCES, (6) POLYPHASE AND TWO-PHASE SYSTEMS, (7) INTEGRATING AND DIFFERENTIATING CIRCUITS, AND (9) EVALUATION AND TESTING OF A.C. MATERIALS AND PRODUCTS. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 343-VT 008 348. (EM)

VT 008 345

TECHNICAL CLUSTER III. ELECTRONICS

TECHNOLOGY. VOLUME C: BASIC ELECTRONICS AND COMMUNICATIONS.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,
101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE -   68 152P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *ELECTRONICS INDUSTRY; ADULT VOCATIONAL EDUCATION; ELECTRONICS; COMMUNICATIONS; CORRECTIVE INSTITUTIONS; BIBLIOGRAPHIES; STUDENT PROJECTS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - DEVELOPED FOR CORRECTIONAL INSTITUTIONS, THIS SERIES OF SIX CURRICULUM GUIDES IS FOR USE IN TEACHING AN OCCUPATIONAL CLUSTER IN ELECTRONICS TECHNOLOGY. EACH GUIDE CONTAINS 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS VOLUME INCLUDE: (1) INTRODUCTION TO COMMUNICATIONS, (2) SOUND AND RADIO WAVES, (3) VACUUM TUBE CHARACTERISTICS, (4) AUDIO CIRCUITS, (5) INTRODUCTION TO DETECTORS, (6) SUPERHETERODYNE RECEIVERS, (7) TESTING AND SERVICING RECEIVERS, AND (8) EVALUATION AND TESTING COMMUNICATION CIRCUITS AND DEVICES. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 343-VT 008 348. (EM)

VT 008 346

TECHNICAL CLUSTER III. ELECTRONICS TECHNOLOGY. VOLUME D: SPECIAL COMMUNICATION CIRCUITS.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,
101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537.
PUB DATE -   68 137P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *ELECTRONICS INDUSTRY; ADULT VOCATIONAL EDUCATION; ELECTRONICS; *COMMUNICATIONS; CORRECTIVE INSTITUTIONS; BIBLIOGRAPHIES; STUDENT PROJECTS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - DEVELOPED FOR CORRECTIONAL INSTITUTIONS, THIS SERIES OF SIX CURRICULUM GUIDES IS FOR USE IN TEACHING AN OCCUPATIONAL CLUSTER IN ELECTRONICS TECHNOLOGY. EACH GUIDE CONTAINS 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS VOLUME INCLUDE: (1) INTRODUCTION TO THE THEORY OF CIRCUITS, (2) SELF-EXCITED OSCILLATORS, (3) POWER AMPLIFIER CIRCUITS, (4) AMPLITUDE MODULATION, (5) FREQUENCY MODULATION TRANSMITTER CIRCUITS, (6) TRANSMISSION LINE CHARACTERISTICS, (7) APPLICATIONS OF ANTENNA SYSTEMS, AND (8) TESTING AND EVALUATING CIRCUITS AND COMPONENTS. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIAL LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 343-VT 008 348. (EM)

VT 008 347

TECHNICAL CLUSTER III. ELECTRONICS TECHNOLOGY. VOLUME E: SEMI-CONDUCTORS.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,
101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE -   68 155P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *ELECTRONICS INDUSTRY; ADULT VOCATIONAL EDUCATION; ELECTRONICS; CORRECTIVE INSTITUTIONS; STUDENT PROJECTS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES
IDENTIFIERS - *SEMI CONDUCTORS

ABSTRACT - DEVELOPED FOR CORRECTIONAL INSTITUTIONS, THIS SERIES OF SIX CURRICULUM GUIDES IS FOR USE IN TEACHING AN OCCUPATIONAL CLUSTER IN ELECTRONICS TECHNOLOGY. EACH GUIDE CONTAINS 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS VOLUME INCLUDE: (1) INTRODUCTION TO SEMI-CONDUCTORS, (2) BASIC TRANSISTOR CONFIGURATIONS, (3) PUSH-PULL AUDIO POWER AMPLIFIER, (4) TRANSISTOR OSCILLATORS, (5) THERMISTORS, (6) TRANSISTOR RADIO SERVICING, (7) PRINTED CIRCUITS BY PHOTOCOPY METHOD, AND (8) EVALUATION AND TESTING OF SEMI-CONDUCTORS. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 343-VT 008 348. (EM)

VT 008 348

TECHNICAL CLUSTER III. ELECTRONICS TECHNOLOGY. VOLUME F: TELEVISION.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,
101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE -   68 120P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL CLUSTERS; *TELEVISION REPAIRMEN; ADULT VOCATIONAL EDUCATION; *ELECTRONICS INDUSTRY; *TELEVISION; CORRECTIVE INSTITUTIONS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES; STUDENT PROJECTS

ABSTRACT - DEVELOPED FOR CORRECTIONAL INSTITUTIONS, THIS SERIES OF SIX CURRICULUM GUIDES IS FOR USE IN TEACHING AN OCCUPATIONAL CLUSTER IN ELECTRONICS TECHNOLOGY. EACH GUIDE CONTAINS 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS VOLUME INCLUDE: (1) INTRODUCTION TO TELEVISION COMMUNICATION, (2) VIDEO AMPLIFIERS, (3) RADIO FREQUENCY TUNERS, (4) SYNCHRONIZING CIRCUITS, (5) HORIZONTAL DEFLECTION CIRCUITS, (6) COLOR TELEVISION SYSTEMS, (7) TESTING AND SERVICING TELEVISION SYSTEMS, AND (8) TESTING AND EVALUATING TELEVISION SYSTEMS AND COMPONENTS. EACH UNIT PROVIDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 343-VT 008 347. (EM)

VT 008 349
TECHNICAL CLUSTER II. GRAPHIC ARTS. VOLUME A: ORIENTATION TO GRAPHIC ARTS.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 159P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *GRAPHIC ARTS; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; STUDENT PROJECTS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES; ORIENTATION MATERIALS

ABSTRACT - THIS SERIES OF FIVE CURRICULUM GUIDES WAS DEVELOPED AS AN OUTLINE FOR VOCATIONAL COURSES COVERING A GRAPHIC ARTS OCCUPATIONAL CLUSTER FOR USE IN CORRECTIONAL INSTITUTIONS. EACH GUIDE INCLUDES 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS DOCUMENT INCLUDE: (1) GRAPHIC ARTS--ITS ORIGIN, (2) OCCUPATIONS THAT COMPRISE THE FIELD OF GRAPHIC ARTS, (3) RELIEF PRINTING, (4) ORIENTATION TO PAPER, (5) BOOKBINDING, (6) INTRODUCTION TO LITHOGRAPHY, (7) SCREEN PROCESS PRINTING, (8) PHOTOGRAPHY--THE FUNDAMENTALS OF PICTURE MAKING, AND (9) GRAPHIC ARTS AND MULTIMEDIA COMMUNICATIONS. EACH UNIT INCLUDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITES. OTHER GUIDES ARE VT 008 350-VT 008 353. (EM)

VT 008 350
TECHNICAL CLUSTER II. GRAPHIC ARTS. VOLUME B: SCREEN PROCESS, INTAGLIO, PAPERMAKING.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 147P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *GRAPHIC ARTS; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; BIBLIOGRAPHIES; STUDENT PROJECTS; UNITS OF STUDY (SUBJECT FIELDS); PAPER (MATERIAL)
IDENTIFIERS - INTAGLIO; SCREEN PROCESS

ABSTRACT - THIS SERIES OF FIVE CURRICULUM GUIDES WAS DEVELOPED AS AN OUTLINE FOR VOCATIONAL COURSES COVERING A GRAPHIC ARTS OCCUPATIONAL CLUSTER. FOR USE IN CORRECTIONAL INSTITUTIONS, EACH GUIDE INCLUDES 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS DOCUMENT INCLUDE: (1) SCREEN PROCESSES, (2) AN INTRODUCTION TO THE INTAGLIO PROCESS OF PRINTING, (3) PAPERMAKING, (4) THE TECHNIQUE OF ETCHING, (5) PAPER STOCK--INFORMATION AND CALCULATIONS, (6) PAPER CUTTING, AND (7) PAPER CHARACTERISTICS. EACH UNIT INCLUDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 349-VT 008 353. (EM)

VT 008 351
TECHNICAL CLUSTER II. GRAPHIC ARTS. VOLUME C: RELIEF PRINTING.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 178P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *GRAPHIC ARTS; PRINTING; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; BIBLIOGRAPHIES; STUDENT PROJECTS; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *RELIEF PRINTING

ABSTRACT - THIS SERIES OF FIVE CURRICULUM GUIDES WAS DEVELOPED AS AN OUTLINE FOR VOCATIONAL COURSES COVERING A GRAPHIC ARTS OCCUPATIONAL CLUSTER. FOR USE IN CORRECTIONAL INSTITUTIONS, EACH GUIDE INCLUDES 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS DOCUMENT INCLUDE: (1) THE MATHEMATICS OF PRINTING, (2) IDENTIFICATION AND CLASSIFICATION OF TYPE, (3) PULLING PROOFS, PROOFREADING, AND CORRECTING FORMS, (4) PREPARING THE PLATEN, PACKING, AND INKING, (5) THE EVOLUTION OF LETTERPRESS PRINTING, (6) BREAKING A FORM AND DISTRIBUTING TYPE, AND (7) MODERN LETTERPRESS PRINTING INDUSTRY. EACH UNIT INCLUDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 349-VT 008 353. (EM)

VT 008 352
TECHNICAL CLUSTER II. GRAPHIC ARTS. VOLUME D: BOOKBINDING, PACKAGING AND FINISHING.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 126P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *GRAPHIC ARTS; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; BIBLIOGRAPHIES; STUDENT PROJECTS; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *BOOKBINDING

ABSTRACT - THIS SERIES OF FIVE CURRICULUM GUIDES WAS DEVELOPED AS AN OUTLINE FOR VOCATIONAL COURSES COVERING A GRAPHIC ARTS OCCUPATIONAL CLUSTER. FOR USE IN CORRECTIONAL INSTITUTIONS, EACH GUIDE INCLUDES 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS DOCUMENT INCLUDE: (1) HISTORICAL DEVELOPMENT OF BOOKBINDING AND DECORATIVE PROCESSES, (2) FOLDING OF PAPER, (3) REBINDING AND REPAIRING OF BOOKS, (4) PERFORATING, (5) MARBLING OF PAPER, (6) LIBRARY FUNCTION AND ORGANIZATION, AND (7) PACKAGING. EACH UNIT INCLUDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 349-VT 008 353. (EM)

VT 008 353
TECHNICAL CLUSTER II. GRAPHIC ARTS. VOLUME E: OFFSET LITHOGRAPHY AND PHOTOGRAPHY I.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - 68 150P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *GRAPHIC ARTS; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; BIBLIOGRAPHIES; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; PHOTOGRAPHY
IDENTIFIERS - OFFSET LITHOGRAPHY

ABSTRACT - THIS SERIES OF FIVE CURRICULUM GUIDES WAS DEVELOPED AS AN OUTLINE FOR VOCATIONAL COURSES COVERING A GRAPHIC ARTS OCCUPATIONAL CLUSTER. FOR USE IN CORRECTIONAL INSTITUTIONS, EACH GUIDE INCLUDES 20 INSTRUCTIONAL UNITS DESIGNED FOR A 120-HOUR COURSE. UNITS IN THIS DOCUMENT INCLUDE: (1) INTRODUCTION TO OFFSET LITHOGRAPHY, (2) LAYOUT AND DESIGNING FOR OFFSET LITHOGRAPHY, (3) PHOTOGRAPHY, (4) AN INTRODUCTION TO HALFTONES, (5) VARIOUS TECHNIQUES OF STRIPPING, (6) INTRODUCTION TO OFFSET PRESSES, AND (7) A REVIEW OF THE FIELD OF LITHOGRAPHY. EACH UNIT INCLUDES LESSON PLANS, A REFERENCE LIST, AN AUDIO-VISUAL MATERIALS LIST, AND SUGGESTED STUDENT ACTIVITIES. OTHER GUIDES ARE VT 008 349-VT 008 352. (EM)

VT 008 354
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY. VOLUME A: ORIENTATION TO THE AEROSPACE INDUSTRY.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (NO CHARGE).
PUB DATE - 68 209P.

DESCRIPTORS - *CURRICULUM GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *AEROSPACE INDUSTRY; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; *ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES

ABSTRACT - CURRICULUM MATERIALS IN THE NINE VOLUMES OF THIS SERIES WERE DESIGNED TO INTRODUCE PRISONERS TO EIGHT TYPES OF OCCUPATIONS WHICH ENCOMPASS MOST OF THE SKILLED OCCUPATIONS IN AEROSPACE INDUSTRIES. THE SERIES REPRESENTS AN INTEGRATED CURRICULUM FOR BASIC SKILL DEVELOPMENT IN THIS OCCUPATIONAL CLUSTER. EACH VOLUME COVERS 20 SIX-HOUR INSTRUCTIONAL UNITS. EACH UNIT PROVIDES LESSON PLANS WHICH GIVE ESSENTIAL CONTENT, REFERENCES, AUDIO-VISUAL, MATERIALS, AND SUGGESTED STUDENT ACTIVITIES. SOME OF THE 20 UNITS IN THIS INTRODUCTORY VOLUME ARE: (1) AN OVERVIEW OF THE AEROSPACE INDUSTRY, (2) HISTORY AND DEVELOPMENT OF MASS PRODUCTION, (3) VACUUM FORMING PLASTIC, (4) METALWORKING, (5) SCREEN PROCESS PRINTING, (6) ADVERTISING IN INDUSTRY, (7) PLANT ORGANIZATION, (8) OPERATING AND PRODUCTION LINE, AND (9) EVALUATION OF PRODUCTION LINE PROCESS. OTHERS IN THE SERIES ARE VT 008 355-VT 008 362. (EM)

VT 008 355
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY. VOLUME B: POWER TECHNOLOGY.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (NO CHARGE).
PUB DATE - 68 218P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *POWER MECHANICS; *AEROSPACE INDUSTRY; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; BIBLIOGRAPHIES

ABSTRACT - THIS CURRICULUM GUIDE IS ONE OF A SERIES OF NINE WHICH WAS DEVELOPED UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS. ITS PURPOSE IS TO PROVIDE AN INTRODUCTORY VOCATIONAL COURSE ON POWER MECHANICS FOR PRISONERS. THE SERIES IS DESIGNED TO COVER A CLUSTER OF SEVEN AEROSPACE OCCUPATIONS. THE TWENTY 6-HOUR INSTRUCTIONAL UNITS INCLUDE: (1) POWER TECHNOLOGY IN AEROSPACE, (2) INTERNAL COMBUSTION ENGINES, (3) THE AUTOMOBILE, (4) DIESEL ENGINES, (5) ROTARY COMBUSTION ENGINES, AND (6) THEORY OF FLIGHT AND THE AIRCRAFT PISTON ENGINE. EACH UNIT PROVIDES LESSON PLANS AND LISTS REFERENCES, AUDIO-VISUAL MATERIALS, AND SUGGESTED STUDENT ACTIVITIES. OTHERS IN THE SERIES ARE VT 008 354-VT 008 362. (EM)

VT 008 356
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY. VOLUME C: WOOD AND PLASTICS TECHNOLOGY.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (NO CHARGE).
PUB DATE - 68 167P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *WOODWORKING; *PLASTICS; ADULT VOCATIONAL EDUCATION; AEROSPACE INDUSTRY; CORRECTIVE INSTITUTIONS; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; ORIENTATION MATERIALS; BIBLIOGRAPHIES

ABSTRACT - THIS CURRICULUM GUIDE IS ONE OF A SERIES OF NINE WHICH WERE DEVELOPED UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS. ITS PURPOSE IS TO PROVIDE AN INTRODUCTORY VOCATIONAL COURSE ON WOODWORKING AND PLASTICS FOR PRISONERS. THE SERIES IS DESIGNED TO COVER A CLUSTER OF SEVEN AEROSPACE OCCUPATIONS. THE TWENTY UNITS EACH COVERING 6-INSTRUCTIONAL HOURS INCLUDE: (1) WOOD IN THE AEROSPACE INDUSTRY, (2) LAYOUT AND FABRICATION PROCEDURES, (3) WOODFORMING, (4) GLUES AND ADHESIVES, (5) ABRASIVES, (6) WOOD FINISHES, (7) PLASTICS IN THE AEROSPACE

INDUSTRY (8) PLASTIC FORMING PROCESSES, (9) PLASTIC CUTTING AND FORMING, AND (10) JOINING AND FASTENING PLASTICS. EACH UNIT PROVIDES LESSON PLANS AND LISTS REFERENCES, AUDIO-VISUAL MATERIALS, AND SUGGESTED STUDENT ACTIVITIES. OTHERS IN THE SERIES ARE VT 008 354-VT 008 362. (EM)

VT 008 357
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY.
VOLUME D: ELECTRONICS IN AEROSPACE.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,
101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537 (NO CHARGE).
PUB DATE - 68 174P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *ELECTRONICS; *AEROSPACE INDUSTRY; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES; STUDENT PROJECTS

ABSTRACT - THIS CURRICULUM GUIDE IS ONE OF A SERIES OF NINE WHICH WAS DEVELOPED UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS. ITS PURPOSE IS TO PROVIDE AN INTRODUCTORY VOCATIONAL COURSE ON ELECTRONICS FOR PRISONERS. THE SERIES IS DESIGNED TO COVER A CLUSTER OF SEVEN AEROSPACE OCCUPATIONS. THE TWENTY 6-HOUR INSTRUCTIONAL UNITS INCLUDE: (1) AN INTRODUCTION TO ELECTRICITY-ELECTRONICS IN THE AEROSPACE INDUSTRY, (2) SOURCES OF ELECTRICAL ENERGY, (3) BASIC INSTRUMENTATION, (4) ELECTROCHEMICAL APPLICATION, (5) FUNDAMENTALS OF COMPUTER TECHNOLOGY, (6) ANALYSES OF TEST EQUIPMENT, (7) MATERIALS AND PRODUCTS OF AEROSPACE ELECTRONICS, AND (8) FINAL EVALUATION OF AEROSPACE ELECTRONICS PRINCIPALS AND APPLICATIONS. OTHERS IN THE SERIES ARE VT 008 354-VT 008 362. (EM)

VT 008 358
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY.
VOLUME E: METAL TECHNOLOGY I.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,
101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537 (NO CHARGE).
PUB DATE - 68 228P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *METALS; *AEROSPACE INDUSTRY; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; BIBLIOGRAPHIES

ABSTRACT - THIS CURRICULUM GUIDE IS ONE OF A SERIES OF NINE WHICH WAS DEVELOPED UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS. ITS PURPOSE IS TO PROVIDE AN INTRODUCTORY VOCATIONAL COURSE ON METAL TECHNOLOGY FOR PRISONERS. THE SERIES IS DESIGNED TO COVER A CLUSTER OF SEVEN AEROSPACE OCCUPATIONS. THE CONTENT OF THE TWENTY 6-HOUR INSTRUCTIONAL UNITS INCLUDES: (1) INTRODUCTION TO METALS IN AEROSPACE, (2) METALLURGY, (3) QUALITY CONTROL, (4) MACHINING, AND (5) NEW FORMING PROCESSES. EACH UNIT PROVIDES LESSON PLANS AND LISTS REFERENCES, AUDIO-VISUAL MATERIALS, AND SUGGESTED STUDENT ACTIVITIES. OTHERS IN THE SERIES ARE VT 008 354-VT 008 362. (EM)

VT 008 359
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY.
VOLUME F: METAL TECHNOLOGY II.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,
101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537 (NO CHARGE).
PUB DATE - 68 205P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *METALS; *AEROSPACE INDUSTRY; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; BIBLIOGRAPHIES

ABSTRACT - THIS CURRICULUM GUIDE IS ONE OF A SERIES OF NINE WHICH WAS DEVELOPED UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS. ITS PURPOSE IS TO PROVIDE AN INTRODUCTORY VOCATIONAL COURSE ON METALWORKING FOR PRISONERS. THIS SERIES IS DESIGNED TO COVER A CLUSTER OF SEVEN AEROSPACE OCCUPATIONS. THE TWENTY 6-HOUR INSTRUCTIONAL UNITS INCLUDE THE FOLLOWING TOPICS: (1) MINING, EXTRACTION, AND REFINING OF FERROUS AND NONFERROUS METALS, (2) FORMING PROCESSES, (3) WELDING PROCESSES, (4) HEAT TREATMENT, (5) FINISHING, AND (6) MASS PRODUCTION. EACH UNIT PROVIDES LESSON PLANS AND LISTS REFERENCES, AUDIO-VISUAL MATERIALS, AND SUGGESTED STUDENT ACTIVITIES. OTHERS IN THE SERIES ARE VT 008 354-VT 008 362. (EM)

VT 008 360
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY.
VOLUME G: GRAPHIC ARTS IN AEROSPACE.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT,
101 INDIANA AVENUE, N.W., WASHINGTON, D.C.
20537 (NO CHARGE).
PUB DATE - 68 161P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *GRAPHIC ARTS; *AEROSPACE INDUSTRY; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; BIBLIOGRAPHIES; ORIENTATION MATERIALS

ABSTRACT - THIS CURRICULUM GUIDE IS ONE OF A SERIES OF NINE WHICH WAS DEVELOPED UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS. ITS PURPOSE IS TO PROVIDE AN INTRODUCTORY VOCATIONAL COURSE ON GRAPHIC ARTS FOR PRISONERS. THE SERIES IS DESIGNED TO COVER A CLUSTER OF SEVEN AEROSPACE OCCUPATIONS. THE TWENTY 6-HOUR INSTRUCTIONAL UNITS INCLUDE

TOPICS OF: (1) RELIEF PRINTING PROCESSES, (2) OFFSET LITHOGRAPHY, (3) BINDING TYPES AND METHODS, (4) PROCESSES IN PHOTOGRAPHY, (5) PAPER ORIGINS AND PAPERMAKING, (6) PRINCIPLES AND PRACTICE OF SCREEN PROCESS, (7) GRAPHIC ARTS AND THE PREPARATION OF TV MATERIALS, AND (8) IMPORTANCE OF COLOR IN SAFETY, PRINTING, PAPER, INKS, DECORATION, AND LIVING. EACH UNIT PROVIDES LESSON PLANS AND LISTS REFERENCES, AUDIO-VISUAL MATERIALS, AND SUGGESTED STUDENT ACTIVITIES. OTHERS IN THE SERIES ARE VT 008 354-VT 008 362. (EM)

VT 008 361
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY. VOLUME H: CERAMICS AND MATERIALS TESTING.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (NO CHARGE).
PUB DATE - 68 157P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *CERAMICS; *AEROSPACE INDUSTRY; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); STUDENT PROJECTS; BIBLIOGRAPHIES

ABSTRACT - THIS CURRICULUM GUIDE IS ONE OF A SERIES OF NINE WHICH WAS DEVELOPED UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS. ITS PURPOSE IS TO PROVIDE AN INTRODUCTORY VOCATIONAL COURSE ON CERAMICS AND MATERIALS TESTING FOR PRISONERS. THE SERIES IS DESIGNED TO COVER A CLUSTER OF SEVEN AEROSPACE OCCUPATIONS. TWENTY 6-HOUR INSTRUCTIONAL UNITS INCLUDE: (1) APPLICATION OF CERAMIC MATERIALS TO AEROSPACE, (2) FORMING METHODS IN CLAY, (3) MAKING PLASTER MOLDS, (4) KILNS AND THEIR OPERATION, (5) ENAMELING ON METAL, (6) TESTING CERAMIC MATERIALS, (7) TESTING TENSILE STRENGTH OF MATERIALS, (8) TESTING THERMAL QUALITIES OF MATERIALS, AND (9) TESTING THE SHEAR AND BENDING QUALITIES OF MATERIALS. EACH UNIT PROVIDES LESSON PLANS AND LISTS REFERENCES, AUDIO-VISUAL MATERIALS, AND SUGGESTED STUDENT ACTIVITIES. OTHERS IN THE SERIES ARE VT 008 354-VT 008 362. (EM)

VT 008 362
TECHNICAL CLUSTER I. AEROSPACE TECHNOLOGY. VOLUME I: HYDRAULICS, PNEUMATICS AND POWER DEVICES.

LEARNING SYSTEMS, INC., WASHINGTON, D.C.
BUREAU OF PRISONS (DOJ), WASHINGTON, D.C.
U.S. BUREAU OF PRISONS, EDUCATION DEPARTMENT, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (NO CHARGE).
PUB DATE - 68 188P.

DESCRIPTORS - *CURRICULUM GUIDES; *HYDRAULICS; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL CLUSTERS; *AEROSPACE INDUSTRY; ADULT VOCATIONAL EDUCATION; CORRECTIVE INSTITUTIONS; ORIENTATION MATERIALS; UNITS OF STUDY (SUBJECT FIELDS); BIBLIOGRAPHIES; STUDENT PROJECTS

ABSTRACT - THIS CURRICULUM GUIDE IS ONE OF A SERIES OF NINE WHICH WAS DEVELOPED UNDER CONTRACT WITH THE U.S. BUREAU OF PRISONS. ITS PURPOSE IS TO PROVIDE AN INTRODUCTORY VOCATIONAL COURSE ON HYDRAULICS AND PNEUMATICS FOR PRISONERS. THE SERIES IS DESIGNED TO COVER A CLUSTER OF SEVEN AEROSPACE OCCUPATIONS. THE TWENTY 6-HOUR INSTRUCTIONAL UNITS INCLUDE: (1) REACTION ENGINES, (2) FLUID POWER DEVELOPMENT AND APPLICATION, (3) PNEUMATIC CYLINDERS, (4) COMPRESSORS, (5) SOLENOIDS AND AIR MOTORS, AND (6) REMOTE HYDRAULIC ACTUATION, INTENSIFIERS, RESERVOIRS, HEAT DISSIPATION, AND FLUID VISCOSITY. EACH UNIT PROVIDES LESSON PLANS AND LISTS REFERENCES, AUDIO-VISUAL MATERIALS, AND SUGGESTED STUDENT ACTIVITIES. OTHERS IN THE SERIES ARE VT 008 354-VT 008 361. (EM)

VT 008 402
EXPERIMENTS FOR THE STUDENT LABORATORY.

GENERAL RADIO CO., WEST CONCORD, MASS.
GENERAL RADIO COMPANY, BAKER AVENUE, WEST CONCORD, MASSACHUSETTS 01781 (NO CHARGE).
PUB DATE - 68 41P.

DESCRIPTORS - *LABORATORY EXPERIMENTS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; *PHYSICS; *TECHNICAL EDUCATION; ENGINEERS; ELECTRICITY; ELECTRONIC TECHNICIANS

ABSTRACT - THIS GROUP OF SEVEN LABORATORY EXPERIMENTS IS FOR TEACHER AND STUDENT USE IN BASIC ELECTRONICS COURSES IN HIGH SCHOOLS, COLLEGES, AND TECHNICAL INSTITUTIONS. EXPERIMENTS COVERED ARE: (1) SEMICONDUCTOR MINORITY-CARRIER LIFETIME MEASUREMENTS, (2) THE MOTION OF A PROJECTILE, (3) DISTRIBUTION OF RANDOM NOISE VOLTAGES, (4) FOURIER SYNTHESIS, (5) MEASUREMENT OF SOURCE IMPEDANCE WITH SLOTTED LINE BY COUPLED SLIDING LOAD TECHNIQUE, (6) THE UNIVERSAL IMPEDANCE BRIDGE, AND (7) ELECTRONIC VOLTMETERS. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. (AW)

VT 008 404
MACHINE SHOPS-JOB TYPE . SMALL BUSINESS BIBLIOGRAPHY NO. 69.

SMALL BUSINESS ADMINISTRATION, WASHINGTON, D.C.
SMALL BUSINESS ADMINISTRATION, 1441 L STREET, N.W., ROOM 100, WASHINGTON, D.C. 20416 (SINGLE COPIES WITHOUT CHARGE).
PUB DATE - JUN68 10P.

DESCRIPTORS - *BIBLIOGRAPHIES; MACHINE TOOLS; *SMALL BUSINESSES; *MANAGEMENT EDUCATION; *REFERENCE MATERIALS; MACHINISTS; *MANAGERIAL OCCUPATIONS
IDENTIFIERS - *MACHINE SHOPS

ABSTRACT - THIS BIBLIOGRAPHY LISTS 92 PUBLICATIONS, INCLUDING PERIODICALS, WHICH PROVIDE INFORMATION RELATED TO MANAGING A MACHINE SHOP. INCLUDED ARE GOVERNMENT PUBLICATIONS, BOOKS, TRADE JOURNALS, AND INDEXES. A BRIEF DISCUSSION OF THE FACTORS INVOLVED IN MANAGING SMALL MACHINE SHOPS IS INCLUDED WITH SECTIONS ON OWNER-MANAGEMENT

QUALIFICATIONS, KINDS OF SHOPS, SHOP EQUIPMENT, SHOP FINANCING, AND SHOP LOCATION. (EM)

VT 008 415
RECOMMENDATIONS FOR CRAFT APPRENTICE TRAINING 1966.

IRON AND STEEL INDUSTRY TRAINING BOARD,
LONDON (ENGLAND)
PUB DATE - MAY66 42P.

DESCRIPTORS - *CURRICULUM GUIDES; *STATE STANDARDS; *TRADE AND INDUSTRIAL EDUCATION; METAL WORKING OCCUPATIONS; *SKILLED OCCUPATIONS; ELECTRICIANS; ON THE JOB TRAINING; *APPRENTICESHIPS; GROUP INSTRUCTION
IDENTIFIERS - ENGLAND

ABSTRACT - STANDARDS FOR CRAFT APPRENTICE TRAINING ARE FORWARDED FOR DEVELOPMENT OF SKILLED CRAFTSMEN IN THE MECHANICAL AND ELECTRICAL ENGINEERING TRADES. THREE CLASSES OF APPRENTICES ARE COVERED: (1) MECHANICAL ENGINEERING FITTERS, FITTER-TURNERS, TURNERS, AND SKILLED MACHINISTS, (2) ELECTRICIANS, AND (3) ROLL TURNERS. BRIEF TOPICAL OUTLINES AND RECOMMENDED SYLLABUS ITEMS ARE GIVEN FOR 6 TO 9 MONTHS OF BASIC TRAINING, 2 TO 6 MONTHS OF SPECIALTY TRAINING, 6 TO 10 MONTHS OF ADVANCED SPECIALTY TRAINING, AND ON-THE-JOB TRAINING. THESE APPRENTICESHIP TRAINING RECOMMENDATIONS SUPERCEDE THOSE OF MAY 1965. OTHER RELATED DOCUMENTS ARE VT 008 414, VT 008 838, VT 008 841, AND VT 008 857, ALL IN THIS ISSUE. (EM)

VT 008 419
NURSERY ASSISTANTS. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS,
WASHINGTON, D.C.
PUB DATE - 64 23P.

DESCRIPTORS - *CURRICULUM GUIDES; SECONDARY GRADES; *CHILD CARE; *INSTRUCTIONAL MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; TIME BLOCKS; *CHILD CARE OCCUPATIONS; CLASS ORGANIZATION; TEACHING TECHNIQUES

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY SCHOOL PERSONNEL TO PREPARE HIGH SCHOOL STUDENTS AS NURSERY ASSISTANTS. THE MANUAL HAS SAMPLE INSTRUCTION SHEETS AND TESTS AS WELL AS SUGGESTIONS FOR THE ORGANIZATION OF THE CLASS AND METHODS OF INSTRUCTION. OUTLINED BLOCKS OF TIME COVER THE MANIPULATIVE SKILLS AND TECHNICAL KNOWLEDGE RELATED TO (1) ORIENTATION, (2) THE PHYSICAL DEVELOPMENT OF THE PRE-SCHOOL CHILD, (3) THE SOCIAL DEVELOPMENT OF THE CHILD, (4) THE INTELLECTUAL DEVELOPMENT OF THE CHILD, AND (5) THE ORGANIZATION OF THE NURSERY SCHOOL. TOTAL HOURS OF SHOP WORK ARE ESTIMATED AT 1,620 HOURS. TEXT AND REFERENCE BOOKS ARE INCLUDED. (JS)

VT 008 420
COSMETOLOGY. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS,
WASHINGTON, D.C.
PUB DATE - 64 35P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COSMETOLOGY; SECONDARY GRADES; CLASS ORGANIZATION; *COSMETOLOGISTS; *TIME BLOCKS; SKILLED OCCUPATIONS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY SCHOOL PERSONNEL TO PREPARE HIGH SCHOOL STUDENTS FOR ENTRY POSITIONS IN THE LABOR MARKET AS HAIRDRESSERS, MANICURISTS, FACIAL OPERATORS, AND ASSISTANT MANAGERS. THE MANUAL HAS SAMPLE INSTRUCTION SHEETS AND TESTS AS WELL AS SUGGESTIONS FOR THE ORGANIZATION OF THE CLASS. OUTLINED BLOCKS OF TIME COVER THE MANIPULATIVE SKILLS AND TECHNICAL KNOWLEDGE REQUIRED FOR (1) STERILIZATION, (2) CARE OF THE HAIR AND SCALP, (3) CARE OF THE HANDS AND ARMS, (4) CARE OF THE SKIN, AND (5) MANAGEMENT AND SUPERVISION. TOTAL HOURS OF SHOP WORK ARE ESTIMATED AT 1,620 HOURS. (JS)

VT 008 421
DRESSMAKING. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS,
WASHINGTON, D.C.
PUB DATE - 64 43P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL MATERIALS; CLASS ORGANIZATION; *TIME BLOCKS; SECONDARY GRADES; *NEEDLE TRADES; *CLOTHING INSTRUCTION

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY SCHOOL PERSONNEL TO PREPARE HIGH SCHOOL STUDENTS FOR ENTRY INTO THE GARMENT INDUSTRY AS ASSISTANT SEAMSTRESSES, SEAMSTRESSES, SEWING MACHINE OPERATORS, ALTERATION HANDS, DRESS MAKERS, AND PATTERN MAKERS OR DESIGNERS. THE MANUAL HAS SAMPLE INSTRUCTION SHEETS AND TESTS AS WELL AS SUGGESTIONS FOR THE ORGANIZATION OF THE CLASS. BLOCKS OF TIME COVER THE MANIPULATIVE SKILLS AND TECHNICAL KNOWLEDGE REQUIRED FOR EACH OCCUPATION, ALLOTTING 270 SHOP HOURS TO EACH FOR A TOTAL OF 1,620 HOURS FOR THE ENTIRE COURSE. A LIST OF TEXTS AND REFERENCE BOOKS IS INCLUDED. (JS)

VT 008 422
POYNER, CLINTON B., SR., COMP.
FOOD TRADES. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS,
WASHINGTON, D.C.
PUB DATE - 64 46P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FOOD SERVICE OCCUPATIONS; *FOODS INSTRUCTION; INSTRUCTIONAL MATERIALS; SECONDARY GRADES; *TIME BLOCKS; CLASS ORGANIZATION; SKILLED OCCUPATIONS

ABSTRACT - THIS CURRICULUM GUIDE WAS

DEVELOPED BY SCHOOL PERSONNEL TO PREPARE STUDENTS FOR ENTRY INTO THE FOOD TRADES. TO QUALIFY FOR THE 3-YEAR PROGRAM A STUDENT MUST BE AT LEAST 14 YEARS OF AGE, HAVE REACHED THE 10TH GRADE WITH A KNOWLEDGE OF BASIC MATH, AND MEET THE REQUIREMENTS FOR VOCATIONAL APTITUDE TESTS AND THE FOOD HANDLERS PERMIT. AN OUTLINE FOR INSTRUCTION, SUGGESTIONS FOR ORGANIZING THE CLASS, A SAMPLE WORK SHEET AND TESTS ARE PROVIDED IN THE GUIDE. THE INSTRUCTIONAL MATERIAL OUTLINES THE MANIPULATIVE SKILLS AND TECHNICAL KNOWLEDGE FOR EACH OF THE 11 UNITS WHICH INCLUDE CARE AND OPERATION OF KITCHEN EQUIPMENT AND PREPARATION OF SPECIFIC TYPES OF FOOD. A TOTAL OF 1,620 SHOP HOURS IS ESTIMATED FOR THE TOTAL PROGRAM. (JS)

VT 008 423
PECK, DONALD L., COMP.
INDUSTRIAL ELECTRONICS. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS,
WASHINGTON, D.C.
PUB DATE - 64 29P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ELECTRONICS; *CURRICULUM GUIDES; *SECONDARY SCHOOLS; VOCATIONAL HIGH SCHOOLS; COURSE OBJECTIVES

ABSTRACT - DEVELOPED BY A TRADE AND INDUSTRIAL EDUCATION CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING AND TEACHING A COURSE FOR VOCATIONAL HIGH SCHOOL STUDENTS STUDYING INDUSTRIAL ELECTRONICS. CONTENTS INCLUDE: (1) OBJECTIVES, (2) GENERAL ORGANIZATION, (3) OUTLINE OF INSTRUCTION, (4) SAMPLES OF INSTRUCTION SHEETS, AND (5) SAMPLES OF TESTS USED. THE MATERIAL IS DESIGNED TO BE USED FOR 6 SEMESTERS OF 270 HOURS EACH OR 1,620 HOURS FOR THE 3-YEAR COURSE. (GR)

VT 008 424
COLEMAN, EDWARD J., COMP;
LAUGHTON, LYMAN J., III, COMP.
MACHINE SHOP PRACTICE. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS,
WASHINGTON, D.C.
PUB DATE - 64 38P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; SECONDARY SCHOOLS; *VOCATIONAL HIGH SCHOOLS; COURSE OBJECTIVES; *MACHINE TOOL OPERATORS; MACHINIST; METAL WORKING OCCUPATIONS

ABSTRACT - DEVELOPED BY A TRADE AND INDUSTRIAL EDUCATION CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE MAY BE USED BY VOCATIONAL HIGH SCHOOL TEACHERS PLANNING OR TEACHING A COURSE FOR STUDENTS IN CARPENTRY AND MILLWORK. CONTENTS INCLUDE: (1) OBJECTIVES, (2) SUGGESTIONS FOR ORGANIZATION, MANAGEMENT, AND TEACHING OF THE CLASS, (3) INSTRUCTIONAL OUTLINE OF MANIPULATIVE SKILLS AND RELATED TECHNICAL KNOWLEDGE, (4) SAMPLES OF INSTRUCTION SHEETS USED IN TEACHING, AND (5) SAMPLES OF TESTS USED. THE MATERIAL REQUIRES 3 CLOCK HOURS DAILY, 15 HOURS PER WEEK, 36 WEEKS PER YEAR, OR A TOTAL OF 1,620 HOURS FOR 3 SCHOOL YEARS. (GR)

VT 008 425
BOYNER, CLINTON B., SR., COMP.
DIESEL ENGINE REPAIR AND SERVICE. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS,
WASHINGTON, D.C.
PUB DATE - 64 32P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; SECONDARY SCHOOLS; VOCATIONAL HIGH SCHOOLS; COURSE OBJECTIVES; *DIESEL ENGINES; *AUTO MECHANICS (OCCUPATION); *MACHINE REPAIRMEN

ABSTRACT - DEVELOPED BY A TRADE AND INDUSTRIAL EDUCATION CURRICULUM COMMITTEE FOR TEACHER USE, THE CURRICULUM GUIDE OUTLINES A COURSE FOR VOCATIONAL HIGH SCHOOL STUDENTS LEARNING DIESEL ENGINE REPAIR AND SERVICE. CONTENTS INCLUDE: (1) COURSE OBJECTIVES, (2) GENERAL ORGANIZATION, (3) OUTLINE OF INSTRUCTION, (4) SAMPLE INSTRUCTION SHEETS USED IN TEACHING, AND (5) SAMPLES OF TESTS USED. THE MATERIAL IS DESIGNED TO BE USED 3 CLOCK HOURS DAILY, 15 HOURS PER WEEK, 36 WEEKS PER YEAR, OR A TOTAL OF 1,620 HOURS FOR THE 3-YEAR COURSE. (GR)

VT 008 456
ECONOMIC EDUCATION SCOPE AND SEQUENCE CHART, 1969. A HANDBOOK.

FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE
FLORIDA STATE DEPT. OF EDUCATION,
TALLAHASSEE, FLORIDA 32304.
PUB DATE - 69 28P.

DESCRIPTORS - *CHARTS; *CURRICULUM; *ARTICULATION (PROGRAM); *ECONOMICS; BUSINESS EDUCATION; HOME ECONOMICS EDUCATION; INDUSTRIAL ARTS; SOCIAL STUDIES; VOCATIONAL AGRICULTURE; ELEMENTARY GRADES; SECONDARY GRADES

ABSTRACT - DEVELOPED BY A COMMITTEE OF TEACHERS, EDUCATIONAL CONSULTANTS, AND ADMINISTRATORS, THIS HANDBOOK AND SCOPE AND SEQUENCE CHART IS INTENDED TO ASSIST IN COORDINATING AND ARTICULATING ECONOMIC PROGRAMS FROM KINDERGARTEN THROUGH GRADE 12. ITS PRIMARY PURPOSE IS TO PROVIDE A FRAMEWORK TO AID THE TEACHER OR THE CURRICULUM COMMITTEE IN PLANNING AND TEACHING ECONOMIC CONCEPTS. THE CHART IS DIVIDED INTO PRIMARY AND INTERMEDIATE SECTIONS FOR THE KINDERGARTEN THROUGH GRADE 6 PROGRAM, AND INTO THE AREAS OF BUSINESS EDUCATION, HOME ECONOMICS, INDUSTRIAL ARTS, SOCIAL STUDIES, AND VOCATIONAL AGRICULTURE FOR GRADES 7-12. ECONOMIC TOPICS, SUB-AREAS, AND MAJOR UNDERSTANDINGS TO BE DEVELOPED ARE LISTED IN THE VERTICAL MARGINS OF THE CHART, AND THE GRADE AND SPECIFIC SUBJECT AREAS IN WHICH THESE VARIOUS CONCEPTS CAN BE COVERED ARE IDENTIFIED IN THE HORIZONTAL MARGINS. THE HANDBOOK ALSO PROVIDES EXPLANATORY INFORMATION ON USING THE CHART, AND GENERAL

INFORMATION, OBJECTIVES, AND SOME SUGGESTIONS FOR PREPARING THE VARIOUS TOPICS COVERED. A BIBLIOGRAPHY IS INCLUDED. (AW)

VT 008 494
BYER, JOE
AUTOMECHANICS-RELATED MATH. ASSIGNMENT SHEETS.

VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($.20).
PUB DATE - 69 27P.

DESCRIPTORS - *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *PRACTICAL MATHEMATICS; STUDENT PROBLEMS; GRADE 11; GRADE 12

ABSTRACT - THIS WORKBOOK IS FOR STUDENT AND TEACHER USE IN AUTO MECHANICS COURSES. IT WAS DEVELOPED BY AN INDIVIDUAL TEACHER FOR USE IN SECONDARY LEVEL VOCATIONAL PROGRAMS. THE 16 ASSIGNMENT SHEETS PROVIDE ILLUSTRATIVE MATERIAL AND PROBLEMS FOR THESE TOPICS: (1) DISPLACEMENT, (2) BRAKE HORSEPOWER, (3) HORSEPOWER AND TORQUE, (4) TAXABLE HORSEPOWER, (5) SUPERCHARGERS, (6) RESURFACING BLOCKS AND HEADS, (7) DETERMINING INTAKE AND EXHAUST SIZES, (8) DETERMINING ENGINE REVOLUTION PER MINUTE, (9) GEAR RATIOS, (10) FINAL GEAR RATIO, (11) TORQUE REQUIREMENTS AND AVAILABILITY, (12) BRAKING TIME, (13) TORQUE TENSION WRENCHES, (14) DETERMINING SPARK LEAD, (15) SPARK ADVANCE, AND (16) APPLYING OHM'S LAW. (EM)

VT 008 496
RADIO AND TELEVISION. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS, WASHINGTON, D.C.
PUB DATE - 64 52P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; ELECTRONIC TECHNICIANS; *RADIO; *TELEVISION; ELECTRICITY; INSTRUCTIONAL MATERIALS; TEACHING GUIDES; VOCATIONAL EDUCATION; ELECTRIC CIRCUITS; TESTS

ABSTRACT - DEVELOPED BY THE TRADE AND INDUSTRIAL EDUCATION DIVISION OF THE DISTRICT OF COLUMBIA PUBLIC SCHOOL SYSTEM IN COOPERATION WITH CURRICULUM COMMITTEES, THIS CURRICULUM GUIDE WAS DEVELOPED FOR INSTRUCTOR USE IN PROVIDING A 3-YEAR (1,620 HOURS) TRAINING PROGRAM FOR RADIO AND TELEVISION TECHNICIANS AT THE HIGH SCHOOL LEVEL. SPECIFIC OBJECTIVES INCLUDE TEACHING STUDENTS TO READ AND INTERPRET ELECTRONIC CIRCUIT DIAGRAMS, TO OPERATE AND CALIBRATE TEST INSTRUMENTS USED IN ELECTRONICS, AND TO PERFORM THE SKILLS REQUIRED OF ELECTRONIC TECHNICIANS EFFICIENTLY. SUGGESTED ORGANIZATION, MANAGEMENT, AND TEACHING TECHNIQUES ARE PRESENTED, ALONG WITH SAMPLE INSTRUCTION SHEETS AND TESTS. SUBJECT MATTER BLOCKS, ACCOMPANIED BY A TIME ALLOTMENT FOR EACH UNIT OUTLINE ARE: (1) BASIC ELECTRONICS, (2) RADIO SERVICING, (3) GENERAL TELEVISION SERVICING, AND (4) TELEVISION BENCH SERVICING. (GER)

VT 008 498
CARPENTRY AND MILLWORK. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS, WASHINGTON, D.C.
PUB DATE - 64 34P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; SECONDARY SCHOOLS; VOCATIONAL HIGH SCHOOLS; COURSE OBJECTIVES; *BUILDING TRADES; *WOODWORKING; *CABINETMAKING

ABSTRACT - DEVELOPED BY A TRADE AND INDUSTRIAL EDUCATION CURRICULUM COMMITTEE, THIS CURRICULUM GUIDE MAY BE USED BY VOCATIONAL HIGH SCHOOL TEACHERS PLANNING OR TEACHING A COURSE FOR STUDENTS IN CARPENTRY AND MILLWORK. CONTENTS INCLUDE: (1) OBJECTIVES, (2) SUGGESTIONS FOR ORGANIZATION, MANAGEMENT, AND TEACHING OF THE CLASS, (3) INSTRUCTIONAL OUTLINE OF MANIPULATIVE SKILLS AND RELATED TECHNICAL KNOWLEDGE, (4) SAMPLES OF INSTRUCTION SHEETS USED IN TEACHING, AND (5) SAMPLES OF TESTS USED. THE MATERIAL REQUIRES 3 CLOCK HOURS DAILY, 15 HOURS PER WEEK, 36 WEEKS PER YEAR, OR A TOTAL OF 1,620 HOURS FOR 3 SCHOOL YEARS. (GR)

VT 008 499
EBBETS, JOSEPH J., COMP.
PAINTING AND DECORATING. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS, WASHINGTON, D.C.
PUB DATE - 63 39P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *INSTRUCTIONAL MATERIALS; SECONDARY GRADES; *PAINTING; CLASS ORGANIZATION; *SKILLED OCCUPATIONS; TEACHING TECHNIQUES; TIME BLOCKS

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY SCHOOL PERSONNEL TO PREPARE STUDENTS FOR OCCUPATIONS IN PAINTING AND DECORATING. STUDENTS FOR THIS 3-YEAR PROGRAM MUST HAVE COLOR SENSE, MUSCULAR COORDINATION, AND GOOD HEALTH. THE MANUAL INCLUDES SAMPLE INSTRUCTION SHEETS, TESTS, AND SUGGESTIONS FOR THE ORGANIZATION OF THE COURSE. BLOCKS OF TIME COVER THE MANIPULATIVE SKILLS AND TECHNICAL KNOWLEDGE FOR (1) INTERIOR AND EXTERIOR PAINTING, (2) WALL COVERING, (3) COLOR AND COLOR HARMONY, (4) WOODFINISHING, (5) SPECIAL WALL FINISHES, AND (6) ESTIMATING. A TOTAL OF 1,620 SHOP HOURS IS ESTIMATED FOR THE PROGRAM. (JS)

VT 008 501
PRUDHOMME, RHETTA W., COMP.
HOUSEHOLD OPERATIONS. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS, WASHINGTON, D.C.
PUB DATE - 64 36P.

DESCRIPTORS - *CURRICULUM GUIDES; CHILD CARE OCCUPATIONS; *OCCUPATIONAL HOME ECONOMICS; *FOOD SERVICE OCCUPATIONS; *MAIDS; *TRADE AND INDUSTRIAL EDUCATION; TIME BLOCKS; SECONDARY GRADES; INSTRUCTIONAL MATERIALS; SERVICE WORKERS

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY SCHOOL PERSONNEL TO PREPARE HIGH SCHOOL STUDENTS FOR ENTRY LEVEL POSITIONS AS HOUSEHOLD CLEANERS, HOME LAUNDERERS, PERSONAL MAIDS, NURSE MAIDS, HOME CATERERS, AND COOKS. THE MANUAL HAS SAMPLE INSTRUCTION SHEETS AND TESTS AS WELL AS SUGGESTIONS FOR THE ORGANIZATION OF THE CLASS. BLOCKS OF TIME COVERING MANIPULATIVE SKILLS AND TECHNICAL KNOWLEDGE ARE OUTLINED FOR EACH OCCUPATION. TOTAL SHOP HOURS WERE ESTIMATED AT 1,620 HOURS. (JS)

VT 008 502
DERR, DONALD L.
REFRIGERATION SERVICE. CURRICULUM GUIDES IN TRADE AND INDUSTRIAL EDUCATION.

DISTRICT OF COLUMBIA PUBLIC SCHOOLS,
WASHINGTON, D.C.
PUB DATE - 64 31P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; SECONDARY SCHOOLS; *VOCATIONAL HIGH SCHOOLS; COURSE OBJECTIVES; *REFRIGERATION; REFRIGERATION MECHANICS; *SERVICE WORKERS

ABSTRACT - VOCATIONAL HIGH SCHOOL TEACHERS MAY USE THIS CURRICULUM GUIDE IN PLANNING AND TEACHING A COURSE FOR STUDENTS IN REFRIGERATION SERVICE. DEVELOPED BY A TRADE AND INDUSTRIAL EDUCATION CURRICULUM COMMITTEE, THE GUIDE INCLUDES: (1) OBJECTIVES, (2) GENERAL ORGANIZATION, MANAGEMENT, AND TEACHING OF THE CLASS, (3) OUTLINES OF INSTRUCTION, (4) SAMPLES OF INSTRUCTION SHEETS USED IN TEACHING, AND (5) SAMPLES OF TESTS USED. THE MATERIAL REQUIRES 3 CLOCK HOURS DAILY, 15 HOURS PER WEEK, 36 WEEKS PER YEAR, OR A TOTAL OF 1,620 HOURS FOR 3 SCHOOL YEARS. (GR)

VT 008 505
MCVICKER, HOWARD F., ED.; EDDY, MAX, ED.
GENERAL RELATED STUDIES FOR INDUSTRIAL COOPERATIVE TRAINING IN INDIANA, MANUAL AND TESTS NO. 1-11.

VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($1.00).
PUB DATE - JAN68 162P.

DESCRIPTORS - *STUDY GUIDES; SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL ADJUSTMENT; GRADE 11; GRADE 12; *ACHIEVEMENT TESTS; ASSIGNMENTS; *COOPERATIVE EDUCATION

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY STUDENTS IN INDUSTRIAL COOPERATIVE EDUCATION COURSES. IT WAS EDITED BY TEACHER EDUCATORS AND IS A REVISION OF THE 1965 EDITION WHICH WAS BASED ON A SIMILAR PUBLICATION PRODUCED IN MISSOURI. THE CONTENTS INCLUDE 18 ASSIGNMENT SHEETS AND 13 INFORMATION SHEETS. EACH ASSIGNMENT SHEET CONTAINS THE ASSIGNMENT, REFERENCES, STUDY QUESTIONS, AND STUDENT PROJECTS. SOME OF THE TOPICS ARE: (1) THE INDUSTRIAL COOPERATIVE TRAINING PROGRAM, (2) THE STUDENT LEARNER AT WORK, (3) EMPLOYER-EMPLOYEE RELATIONS, (4) CREDIT AND MONEY MANAGEMENT, (5) LEGAL PROBLEMS IN BUYING GOODS AND SERVICES, (6) THE FAIR LABOR STANDARDS ACT, (7) LEGAL REGULATIONS FOR YOUNG WORKERS, (8) MANPOWER TRENDS, (9) PLANNING YOUR CAREER, (10) SOCIAL INSURANCE, (11) CHANGING JOBS, AND (12) SAFETY. AVAILABLE FROM THE SAME SOURCE ARE 11 MULTIPLE CHOICE TESTS FOR USE WITH THIS GUIDE. (EM)

VT 008 527 ED 030 721
THE "PROJECT ABLE" GENERAL WOODWORKING CURRICULUM. (INTERIM PRODUCT).

AMERICAN INSTITUTES FOR RESEARCH, PITTSBURGH, PA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OEC-5-85-019
BR-5-0009
PUB DATE - ND 47P.

DESCRIPTORS - *WOODWORKING; VOCATIONAL EDUCATION; *GRADE 10; CURRICULUM DEVELOPMENT; *COURSE OBJECTIVES; JOB SKILLS; CORE CURRICULUM; *COURSE DESCRIPTIONS; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES; OCCUPATIONAL INFORMATION
IDENTIFIERS - *PROJECT ABLE

ABSTRACT - A SAMPLE OF STUDENT TASKS AND TOPIC OBJECTIVES WHICH WERE DEVELOPED FOR WOODWORKING COURSES IN PROJECT ABLE ARE GIVEN. A LARGER COLLECTION OF THESE WERE IDENTIFIED FOR GRADES 10, 11, AND 12. PRIOR TO THIS ACTIVITY AN ANALYSIS OF SELECTED OCCUPATIONS WAS MADE, AND A FREQUENCY COUNT OF SKILLS AND KNOWLEDGES WAS UTILIZED TO DETERMINE THE NECESSARY OBJECTIVES RELATIVE TO SELECTED WOODWORKING OCCUPATIONS. THIS BASIC COURSE WHICH HAS BEEN DEVELOPED COVERS ONE THIRD OF THE OCCUPATIONAL SAMPLE. INCLUDED ARE LISTS OF COURSE AND TOPIC OBJECTIVES, 68 TASKS FOR GRADE 10, AND SAMPLE LESSONS. (EM)

VT 008 535
BARRICK, HARRY T.
PRECISION MEASUREMENT.

INDIANA DIV. OF SECONDARY VOCATIONAL EDUCATION, TERRE HAUTE
INDIANA STATE UNIV., TERRE HAUTE. VOCATIONAL INSTRUCTIONAL MATERIALS LAB.
VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($1.00).
PUB DATE - 67 109P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; GRADE 11; GRADE 12; *MEASUREMENT; *MEASUREMENT TECHNIQUES

ABSTRACT - THIS STUDY GUIDE IS FOR STUDENT USE IN VOCATIONAL COURSES FOR MACHINISTS. IT WAS DEVELOPED BY THE AUTHOR AND FOCUSES ON PRECISION MEASUREMENT EXERCISES. EACH LESSON IS KEYED TO THE TEXT, "PRECISION MEASUREMENT IN THE METAL WORKING INDUSTRY," (SYRACUSE UNIVERSITY PRESS). SOME OF THE 48 ASSIGNMENTS ARE: (1) LINE MEASUREMENT, (2) MICROMETERS AND VERNIERS, (3) DIAL GAGES AND TEST INDICATORS, (4) HARDNESS TESTING, (5) PRECISION GAGE BLOCKS, (6) ANGULAR MEASUREMENT, (7) CONCENTRICITY CHECKING, (8) USE OF THE SINE BAR, (9) OPTICAL INSTRUMENTS, AND (10) SURFACE ROUGHNESS. EACH ASSIGNMENT PROVIDES A READING ASSIGNMENT AND STUDY QUESTIONS WHICH OFTEN INVOLVE PRACTICE EXERCISES. (EM)

VT 008 536
VOCATIONAL AUTOMOTIVE MECHANICS. A TEACHER'S OUTLINE FOR USE IN ORGANIZATION AND MANAGEMENT OF INSTRUCTION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM LAB.
CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762 ($1.50).
PUB DATE - APR69 104P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); GRADE 11; GRADE 12

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE BY TEACHERS OF VOCATIONAL COURSES FOR AUTO MECHANICS. IT WAS DEVELOPED BY A COMMITTEE OF SECONDARY TEACHERS AND EDITED BY THE STAFF OF A CURRICULUM MATERIALS LABORATORY. MAJOR UNITS IN THE COURSE OUTLINE ARE: (1) ENGINE REBUILDING, (2) FUEL SYSTEM, (3) ELECTRICAL SYSTEM, (4) COOLING SYSTEM, (5) POWER TRAIN, (6) SUSPENSION SYSTEM, (7) STEERING SYSTEM, (8) BRAKING SYSTEM, (9) HEATING AND AIR CONDITIONING, AND (10) WELDING. SUPPLEMENTARY MATERIALS INCLUDE SAMPLE INSTRUCTION SHEETS. TEACHERS SHOULD HAVE VOCATIONAL CERTIFICATES AND STUDENTS SHOULD BE INTERESTED IN AUTO MECHANICS AS AN OCCUPATION. (EM)

VT 008 553
BLUEPRINT READING FOR METAL TRADES.

METAL TRADES ADVISORY COMMITTEE, BEDFORD, IND.
INDIANA STATE UNIV., TERRE HAUTE, INSTRUCTIONAL MATERIALS LAB.
VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($1.00).
PUB DATE - ND 90P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL WORKING OCCUPATIONS; GRADE 11; GRADE 12; *STUDENT PROJECTS; *BLUEPRINTS; READING

ABSTRACT - THIS STUDY GUIDE IS FOR TEACHER OR STUDENT USE IN VOCATIONAL COURSES FOR THE METAL TRADES. IT WAS DEVELOPED BY AN ADVISORY COMMITTEE. THE THREE SETS OF ASSIGNMENT SHEETS ARE KEYED TO OLIVO AND PAYNE, "BASIC BLUEPRINT READING AND SKETCHING," "ADVANCED BLUEPRINT READING FOR MACHINE TRADES," VOL. I AND II, DELMAR PUBLISHERS, AND "MACHINERY'S HANDBOOK," BY THE INDUSTRIAL PRESS. EACH OF THE 80 SHEETS GIVES A READING ASSIGNMENT, STUDY QUESTIONS ASSIGNMENT, AND SPACE FOR ANSWERS. THE SAME ASSIGNMENT SHEETS ARE AVAILABLE IN LOOSE LEAF FORM. (EM)

VT 008 569
TRAINING RECOMMENDATIONS. OPERATIVES.

CARPET INDUSTRY TRAINING BOARD, WILMSLOW, CHESHIRE (ENGLAND).
PUB DATE - AUG68 64P.

DESCRIPTORS - *PROGRAM GUIDES; *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; FLOOR LAYERS; *SEMISKILLED OCCUPATIONS; INDUSTRY; EDUCATIONAL PROGRAMS; *FOREIGN COUNTRIES
IDENTIFIERS - ENGLAND; CARPET INDUSTRY TRAINING BOARD

ABSTRACT - THIS PROGRAM GUIDE IS DESIGNED TO IMPROVE THE TRAINING OF OPERATIVES WITH A LONG-RANGE GOAL OF IMPROVING EFFICIENCY AND PROFITABILITY IN THE CARPET INDUSTRY. INCLUDED IS A LIST OF STEPS TO FOLLOW FOR SYSTEMATIC TRAINING OF OPERATIVES. THE THREE ENCLOSED BOOKLETS COVER: (1) STAFFING THE OPERATIVE TRAINING FUNCTION, (2) ASSESSING OPERATIVE TRAINING NEEDS, AND (3) GENERAL OPERATIVE TRAINING RECOMMENDATIONS. (GR)

VT 008 570
WELDING, BLUEPRINT READING FOR WELDERS.

INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. TRADE AND INDUSTRIAL SERVICE
INDIANA STATE UNIV., TERRE HAUTE
VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($.30).
PUB DATE - ND 27P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDERS; *BLUEPRINTS; GRADE 11; GRADE 12

ABSTRACT - THIS STUDY GUIDE IS FOR USE BY TEACHERS AND STUDENTS IN VOCATIONAL WELDING COURSES. THE FOCUS OF THE GUIDE IS ON BLUEPRINT READING AND IT IS RELATED TO THE TEXT, BENNT AND SIY, "BLUEPRINT READING FOR WELDERS," (DELMAR, 1962). EACH LESSON IN THE GUIDE GIVES A READING ASSIGNMENT, STUDY QUESTION ASSIGNMENT, AND NEW VOCABULARY WORDS. (EM)

VT 008 577
AUDIO-VISUAL AIDS RELATING TO THE GRAPHIC ARTS.

MICHIGAN INDUSTRIAL EDUCATION SOCIETY, INC., DETROIT
MICHIGAN INDUSTRIAL EDUCATION SOCIETY, 14890 PENROD AVENUE, DETROIT, MICHIGAN 48223 ($1.00).
PUB DATE - APR68 61P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES;

*TRADE AND INDUSTRIAL EDUCATION; *GRAPHIC ARTS; *AUDIOVISUAL AIDS; *RESOURCE MATERIALS; FILMS; SLIDES; INDUSTRIAL ARTS; PRINTING

ABSTRACT - THIS ANNOTATED LISTING OF SLIDES, FILMSTRIPS, AND FILMS IS DEVELOPED TO PROVIDE THE PRINTING INSTRUCTOR WITH A LIST OF AVAILABLE AUDIO-VISUAL AIDS FOR INSTRUCTIONAL PURPOSES AND RELATED INFORMATION. THE 233 ENTRIES ARE GROUPED INTO 24 CATEGORIES SOME OF WHICH ARE BLOCK CUTTING, DUPLICATING PROCESSES, INK, LITHOGRAPHY, PLATE MAKING, SAFETY, AND TYPE. EACH ENTRY PROVIDES THE SOURCE OF AVAILABILITY AND RENTAL INFORMATION AS OF OCTOBER, 1967, AND A DESCRIPTION OF THE TYPE OF ITEM AND ITS CONTENTS. (EM)

VT 008 584
TRAINING RECOMMENDATIONS; MANAGERS AND SUPERVISORS.

CARPET INDUSTRY TRAINING BOARD, WILMSLOW CHESHIRE (ENGLAND)
PUB DATE - JUN68 29P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MANAGEMENT EDUCATION; *CARPETING; *MANUFACTURING INDUSTRY; SUPERVISORS; MANAGERIAL OCCUPATIONS; ADULT VOCATIONAL EDUCATION; MANAGEMENT; BUSINESS EDUCATION; SUPERVISOR TRAINING; OCCUPATIONAL INFORMATION; EDUCATIONAL NEEDS; ADMINISTRATIVE POLICY; INDUSTRIAL TRAINING

ABSTRACT - DEVELOPED BY THE CARPET INDUSTRY TRAINING BOARD OF WILMSLOW CHESHIRE, ENGLAND, THIS MANUAL IS DESIGNED TO AID IN TRAINING EFFECTIVE SUPERVISORY AND MANAGERIAL PERSONNEL IN THE CARPET INDUSTRY. PART A, A GUIDE TO TRAINING POLICY, PROVIDES A CONCEPTUAL SCHEME AND IS INTENDED PRIMARILY FOR SENIOR MANAGEMENT PERSONNEL. PART B, GUIDES TO IMPLEMENTATION TRAINING, IS DESIGNED TO PROVIDE PRACTICAL GUIDANCE TO THOSE DIRECTLY CONCERNED WITH IMPLEMENTING THE TRAINING POLICIES WITHIN THE INDIVIDUAL FIRMS. PART A COVERS: (1) NEED FOR A REALISTIC TRAINING POLICY, (2) TRAINING TOWARD THE OBJECTIVES OF IMPROVED PERFORMANCE, PROMOTION, DIRECT ENTRY, AND DEVELOPMENT OF POTENTIAL, (3) TYPES OF TRAINING POLICIES, (4) ACCOUNTABILITY FOR TRAINING, (5) TRAINING NEEDS, (6) RECRUITMENT, (7) PLACEMENT, (8) THE ACTUAL TRAINING PROGRAM, (9) EVALUATION OF TRAINING PROCEDURES, AND (10) RECORD-KEEPING. PART B DEALS WITH SUCH ASPECTS AS: (1) EFFECTIVE POLICY STATEMENTS, (2) JOB DESCRIPTIONS, (3) APPRAISALS, (4) IMPROVING PERFORMANCE, (5) EVALUATION OF TRAINING, (6) PERSONNEL SELECTION PROCEDURES, (7) INDUCTION, AND (8) ACTUAL TRAINING METHODS. THE MANUAL IS ILLUSTRATED WITH CHARTS, DIAGRAMS, AND SAMPLE FORMS. (AW)

VT 008 610
INDUSTRIAL TECHNICAL MATHEMATICS II FOR PLUMBERS.

PLUMBERS VOCATIONAL SCHOOL, BLOOMINGTON. JOINT APPRENTICESHIP COMMITTEE
INDIANA STATE DEPT. OF PUBLIC INSTRUCTION. INDIANAPOLIS. TRADE-INDUSTRIAL-TECHNICAL EDUCATION BRANCH
PUB DATE - ND 29P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PLUMBERS; *PRACTICAL MATHEMATICS; *APPRENTICESHIPS; ALGEBRA; TEXTBOOK ASSIGNMENTS; TESTS

ABSTRACT - DESIGNED FOR INSTRUCTOR'S USE ONLY, THE PURPOSE OF THIS TEACHING GUIDE IS TO AID IN DIRECTING THE APPRENTICE PLUMBER IN THE DEVELOPMENT OF PROFICIENCY IN SOLVING EVERYDAY PROBLEMS PERTAINING TO THE PLUMBING TRADE BY ACQUIRING AND APPLYING CERTAIN FUNDAMENTALS OF ALGEBRA. IT WAS DEVELOPED BY SUPERVISORY PERSONNEL OF THE BLOOMINGTON, INDIANA, HIGH SCHOOL INDUSTRIAL AND VOCATIONAL TRAINING PROGRAM AND THE PLUMBERS JOINT APPRENTICESHIP COMMITTEE, IN COOPERATION WITH THE TRADE-INDUSTRIAL-TECHNICAL EDUCATION BRANCH OF THE STATE DIVISION OF VOCATIONAL EDUCATION OF INDIANA. STUDENT ASSIGNMENT SHEETS AND OBJECTIVE ACHIEVEMENT TESTS ARE INCLUDED. (AW)

VT 008 611
PROPOSED OCCUPATIONAL PREPARATION PROGRAM IN METAL SKILLS. TENTATIVE DRAFT REVISED.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
PUB DATE - 66 327P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; MACHINISTS; *METAL WORKING OCCUPATIONS; ENTRY WORKERS; EMPLOYMENT QUALIFICATIONS; OCCUPATIONAL INFORMATION; SHEET METAL WORKERS; PLUMBERS; WELDERS; REFRIGERATION MECHANICS; JOB SKILLS; SECONDARY GRADES; AUTO BODY REPAIRMEN; SALES WORKERS

ABSTRACT - DEVELOPED BY CALIFORNIA HIGH SCHOOL AND COLLEGE TEACHERS THROUGH A SERIES OF WORKSHOPS, THIS PROGRAM GUIDE IS INTENDED TO AID IN PREPARING HIGH SCHOOL STUDENTS FOR ENTRY LEVEL EMPLOYMENT IN THE METAL TRADES. INTRODUCTORY CHAPTERS INCLUDE COURSE OBJECTIVES AND ORGANIZATION AND GENERAL INFORMATION ON GETTING AND KEEPING A JOB. THE REMAINDER OF THE MANUAL IS DIVIDED INTO NINE COMPLETE COURSE OUTLINES FOR INDIVIDUAL METAL WORKING OCCUPATIONS, INCLUDING: (1) MACHINIST, (2) WELDER, (3) SHEET METAL WORKER, (4) PLUMBER AND PIPEFITTER, (5) AIR CONDITIONING AND REFRIGERATION MECHANIC, (6) AUTOMOBILE AND METAL PAINTER, (7) ORNAMENTAL IRON WORKER, (8) HYDRAULIC MECHANIC, AND (9) HARDWARE SALES CLERK. EACH OUTLINE GIVES: (1) OCCUPATIONAL DESCRIPTION AND QUALIFICATIONS, (2) SUGGESTIONS FOR PRESENTATION OF COURSE MATERIAL, (3) GENERAL OPERATING INSTRUCTIONS, (4) EVALUATION CHECKUPS, (5) EQUIPMENT LIST, AND (6) SELECTED REFERENCES. SOME ALSO INCLUDE DRAWINGS, PHOTOGRAPHS, AND SAMPLE FORMS AND TABLES. STUDENTS TAKING THE COURSES SHOULD BE SELECTED FOR OCCUPATIONAL INTEREST AND ABILITY. (AW)

VT 008 613
SEEBURGER, JOHN
MACHINE TRADES: GRINDING AND HEAT TREATING.

INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. TRADE-INDUSTRIAL-TECHNICAL EDUCATION BRANCH
PUB DATE - ND 151P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; MACHINE TOOL OPERATORS; *INDIVIDUAL INSTRUCTION; RESOURCE MATERIALS

ABSTRACT - THIS COURSE OUTLINE WAS DEVELOPED AND COMPILED BY A HIGH SCHOOL MACHINE SHOP INSTRUCTOR TO AID SHOP TEACHERS IN PRESENTING RELATED TECHNICAL INFORMATION ON GRINDING AND HEAT TREATING TO STUDENTS OF MACHINE SHOP. IT IS PARTICULARLY RECOMMENDED FOR USE WITH THE INDIVIDUAL INSTRUCTION METHOD. THE CONTENT IS DIVIDED INTO 23 CHAPTERS, EACH CONTAINING: (1) A TEACHER'S ANALYSIS SHEET DESIGNED TO AID THE TEACHER IN CORRELATING TECHNICAL KNOWLEDGE WITH MANIPULATIVE SKILLS, AND (2) A STUDENT ASSIGNMENT SHEET LISTING THE SUBJECT OF THE UNIT QUESTIONS TO BE ANSWERED, AND TEXT AND REFERENCE MATERIAL. SOME UNITS ALSO PROVIDE INFORMATION SHEETS FOR SPECIFIC PROJECTS ASSIGNED. SUPPLEMENTARY MATERIALS INCLUDE DRAWINGS, PHOTOGRAPHS, AND A BIBLIOGRAPHY. (AW)

VT 008 617
RECOMMENDATIONS FOR TRAINING. OPERATIVES.

CERAMICS GLASS AND MINERAL PRODUCTS INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
PUBLICATIONS OFFICER, CERAMICS, GLASS AND MINERAL PRODUCTS, INDUSTRY TRAINING BOARD, BOVIS HOUSE, NORTHOLT ROAD, HARROW, MIDDLESEX, ENGLAND.
PUB DATE - ND 31P.

DESCRIPTORS - INDUSTRY; *PROGRAM GUIDES; *SEMISKILLED OCCUPATIONS; *EDUCATIONAL PROGRAMS; *TRADE AND INDUSTRIAL EDUCATION; *FOREIGN COUNTRIES; ADULT VOCATIONAL EDUCATION; ON THE JOB TRAINING
IDENTIFIERS - ENGLAND

ABSTRACT - THIS GUIDE IS DESIGNED TO ASSIST COMPANIES IN PLANNING TRAINING PROGRAMS FOR THEIR EMPLOYEES WORKING AT THE OPERATIVE LEVEL. THE CONTENT HEADINGS ARE: INTRODUCTION, PREPARING TRAINING SCHEMES, AND IMPLEMENTING TRAINING SCHEMES. INCLUDED IN THE APPENDIX ARE: (1) A JOB DESCRIPTION, (2) A JOB ANALYSIS, (3) BREAKDOWN OF KNOWLEDGE AND SKILL, (4) A METHOD STUDY BREAKDOWN, (5) A SKILLS ANALYSIS, (6) A SKILL LEARNING EXERCISE, (7) A FAULT ANALYSIS, (8) A TRAINING PROGRAM, (9) AN INDUCTION COURSE, (10) A TRAINING MANUAL, AND (11) A RECORD CARD. (GR)

VT 008 623
METALLURGICAL TECHNOLOGY. A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM. TECHNICAL EDUCATION PROGRAM SERIES NO. 10.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. OCCUPATIONS SECTION
OE-81012
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.281:81012, $1.25).
PUB DATE - NOV68 121P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METALLURGICAL TECHNICIANS; *METALLURGY; TECHNICAL EDUCATION

ABSTRACT - DEVELOPED BY TECHNICAL EDUCATION SPECIALISTS, THIS CURRICULUM GUIDE IS DESIGNED TO AID SCHOOL ADMINISTRATORS AND ADVISORY COMMITTEES IN PLANNING AND DEVELOPING NEW PROGRAMS OR EVALUATING OLD ONES IN METALLURGICAL TECHNOLOGY. THE CURRICULUM IS SET UP AS A 2-YEAR, FULL-TIME, POST HIGH SCHOOL PROGRAM. THE CONTENT PROVIDES AN OUTLINE OF EACH COURSE, INCLUDING: (1) CLASS AND LABORATORY HOURS REQUIRED, (2) COURSE DESCRIPTION, (3) MAJOR DIVISIONS, (4) TEXTS AND REFERENCES, AND (5) VISUAL AIDS. RECOMMENDED PHYSICAL FACILITIES AND LAYOUT FOR TEACHING METALLURGY ARE PRESENTED, INCLUDING SUGGESTIONS ON LABORATORY LOCATION, CONSTRUCTION AND EQUIPMENT, AND ESTIMATED COSTS OF THE PROGRAM. SUGGESTED CONTENT OF AN EFFECTIVE TECHNICAL LIBRARY INCLUDES ENCYCLOPEDIC AND REFERENCE INDEX MATERIALS, TECHNICAL JOURNALS, PERIODICALS AND TRADE MAGAZINES, REFERENCE BOOKS, AND VISUAL AIDS. SUPPLEMENTARY MATERIALS PROVIDED ARE A BIBLIOGRAPHY AND A SELECTED LIST OF PROFESSIONAL AND TECHNICAL SOCIETIES AND TRADE ORGANIZATIONS IN THE FIELD OF METALLURGY. (AW)

VT 008 624
SUGGESTED PHYSICAL AGILITY PROGRAM.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($.50).
PUB DATE - 66 20P.PRESENTED BY GROUP V AT FIRE TRAINING OFFICERS WORKSHOP (MAY 9-13, 1966).

DESCRIPTORS - TRADE AND INDUSTRIAL EDUCATION; *FIRE FIGHTERS; *PERSONNEL SELECTION; *TESTING PROGRAMS; *PHYSICAL FITNESS
IDENTIFIERS - CALIFORNIA

ABSTRACT - MATERIALS DEVELOPED DURING A FIRE TRAINING OFFICERS WORKSHOP FOR A PHYSICAL AGILITY EXAMINATION PROGRAM FOR FIREMAN CANDIDATES INCLUDE: (1) A SAMPLE LETTER TO CANDIDATES, (2) PROCTOR'S INFORMATION, (3) SCORING PROCEDURES AND TABLE, (4) WAIVER OF LIABILITY FORM, (5) APPLICANT'S INDIVIDUAL RATING CARD, (6) PACK TESTING PROGRAM, AND (7) DESCRIPTIONS OF PHYSICAL AGILITY TEST EVENTS. (JK)

VT 008 625
BENT, EDWARD W.; NELSON, RICHARD S.
UNIFORM FIRE SCIENCE CURRICULUM.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 (NO CHARGE).
PUB DATE - 65 23P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FIRE FIGHTERS; *FIRE SCIENCE EDUCATION; ADULT VOCATIONAL EDUCATION; JUNIOR COLLEGES

ABSTRACT - THIS CURRICULUM GUIDE IS DESIGNED FOR USE IN JUNIOR COLLEGES FOR PREPARATION OF BOTH ENTRY LEVEL AND UPGRADING FIRE FIGHTERS. PREPARED UNDER THE JOINT DIRECTION OF THE CALIFORNIA SUPERVISOR OF FIRE TRAINING AND THE CHIEF OF THE BUREAU OF INDUSTRIAL EDUCATION, THE PROGRAM WAS FIELD TESTED FOR ONE YEAR, REVIEWED, AND REVISED ACCORDING TO RECOMMENDATIONS OF THE FIRE TRAINING PROGRAM OF THE BUREAU AND THE CALIFORNIA JUNIOR COLLEGE ASSOCIATION. THE CORE COURSES COVER 10 SUBJECT AREAS, INCLUDING: (1) INTRODUCTION TO FIRE PROTECTION, (2) INTRODUCTION TO FIRE SUPPRESSION, (3) INTRODUCTION TO FIRE PREVENTION, (4) FIRE FIGHTING TACTICS AND STRATEGY, (5) FIRE PROTECTION EQUIPMENT AND SYSTEMS, (6) RELATED CODES AND ORDINANCES, (7) APPARATUS AND EQUIPMENT, (9) FIRE COMPANY ORGANIZATION AND PROCEDURE, AND (10) RESCUE PRACTICES. UNDER EACH OF THESE HEADINGS, BRIEF DESCRIPTIVE INFORMATION, OBJECTIVES, AND A TOPICAL OUTLINE OF THE COURSE ARE GIVEN. RECOMMENDED ELECTIVES, BOTH DIRECTLY AND INDIRECTLY RELATED, ALSO ARE CITED. (AW)

VT 008 626
OXY-ACETYLENE WELDING, TECHNICAL INFORMATION.

INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. TRADE AND INDUSTRIAL SERVICE
INDIANA STATE COLL., TERRE HAUTE. INSTRUCTIONAL MATERIALS LAB.
VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($.40).
PUB DATE - ND 40P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *STUDENT PROJECTS; *WELDERS; *WELDING
IDENTIFIERS - *OXYACETYLENE WELDING

ABSTRACT - DEVELOPED BY A COMMITTEE OF TEACHERS, THIS STUDY GUIDE IS FOR STUDENT USE IN VOCATIONAL WELDING COURSES. MADE UP OF A COLLECTION OF STUDENT ASSIGNMENT AND JOB SHEETS, THE GUIDE IS INTENDED TO AID STUDENTS IN LEARNING THE RELATED TECHNICAL INFORMATION NECESSARY FOR OXYACETYLENE WELDING. THE PROGRAM IS READILY ADAPTABLE TO THE OCCUPATIONAL NEEDS OF THE INDIVIDUAL STUDENT, BY ASSIGNING ONLY THOSE SHEETS APPLICABLE TO A PARTICULAR PHASE OF WELDING, OR IT MAY BE USED IN ITS ENTIRETY FOR A COMPREHENSIVE WELDING COURSE. EACH ASSIGNMENT SHEET PRESENTS THE WORK TO BE DONE, THE REFERENCE SOURCE, SELECTED TECHNICAL TERMS TO BE LEARNED, AND SUGGESTIONS FOR SAFETY. THE COURSE SHOULD BE TAUGHT BY A QUALIFIED TRADE INSTRUCTOR. (AW)

VT 008 633
MONITORING OF ON-JOB TRAINING OF CRAFT APPRENTICES IN ELECTRICITY BOARDS CONCERNED WITH DISTRIBUTION. RECOMMENDATION 11.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, 30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - APR68 18P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; SKILLED OCCUPATIONS; SUPERVISORY METHODS; INSTRUCTOR COORDINATORS; CURRICULUM GUIDES; *FOREIGN COUNTRIES; STUDENT EVALUATION; ADULT VOCATIONAL EDUCATION; *PROGRAM GUIDES; ON THE JOB TRAINING
IDENTIFIERS - ENGLAND

ABSTRACT - THIS GUIDE IS CONCERNED WITH ESTABLISHING A SYSTEM FOR MONITORING THE ON-JOB TRAINING OF CRAFT APPRENTICES. IT IS ONE OF 18 DEVELOPED BY THE ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD. THE PRINCIPLE FEATURES ARE INTRODUCTION, SUPERVISION AND ADMINISTRATION, AND CHECKING PROGRESS OF CRAFT APPRENTICES. APPENDED ARE A SPECIMEN PROGRAM FOR THE SECOND YEAR OF TRAINING FOR CRAFT APPRENTICE ELECTRICIANS AND SPECIMEN STUDENT EVALUATION REPORT FORMS. (GR)

VT 008 634
MERCURIO, ANTHONY F.
MATH-PHYSICS CORRELATION STUDY.

WENTWORTH INST., BOSTON, MASS.
FORD FOUNDATION, NEW YORK, N.Y.
PUB DATE - 68 27P.

DESCRIPTORS - *CORRELATION; STATISTICAL DATA; *PHYSICS CURRICULUM; *MATHEMATICS CURRICULUM; *TECHNICAL INSTITUTES; COMMUNITY COLLEGES

ABSTRACT - THIS REPORT OF A CORRELATION STUDY OF THE TEACHING OF MATHEMATICS AND PHYSICS IN THE 2-YEAR TECHNICAL INSTITUTES COVERS SOME OF THE BASIC LOGIC NEEDED IN ESTABLISHING THESE COURSES AND CONCLUDES WITH EXAMPLES OF THE MATH-PHYSICS PROGRAMS AT WENTWORTH INSTITUTE. A SURVEY WAS MADE OF 135 ACCREDITED CURRICULUMS FROM 36 TECHNICAL INSTITUTES OR COMMUNITY COLLEGES. THE DIVERSITY OF THE PROGRAMS STUDIED LED TO THE CONCLUSION THAT NO PARTICULAR METHOD OF TEACHING WOULD BE SUITABLE IN EVERY SCHOOL, BUT THIS REPORT MIGHT BE USED AS A GUIDE IN SETTING UP PROGRAMS AND IN CORRELATING THE BASIC MATH AND PHYSICS COURSES. (GR)

VT 008 648
JOB CORPS TRAINING STANDARD FOR PAINTER. JOB CORPS HANDBOOK, 440.56.

OFFICE OF ECONOMIC OPPORTUNITY, WASHINGTON, D.C.
PUB DATE - FEB69 20P.

DESCRIPTORS - *RATING SCALES; *JOB SKILLS; EVALUATION CRITERIA; *ACHIEVEMENT RATING; FEDERAL PROGRAMS; *PAINTERS; *TRADE AND INDUSTRIAL EDUCATION; PERFORMANCE CRITERIA; STANDARDS
IDENTIFIERS - JOB CORPS

ABSTRACT - SET FORTH IN THIS JOB CORPS TRAINING STANDARD ARE THE MINIMUM ESSENTIAL SKILLS AND KNOWLEDGE REQUIRED TO MAKE A CORPSMAN EMPLOYABLE AS A PAINTER APPRENTICE.

STANDARDS FOR OCCUPATIONAL SKILLS ARE GIVEN IN OUTLINE FORM FOR THE AREAS OF (1) SAFETY, (2) PAINTING TOOLS AND EQUIPMENT, (3) PREPARATION OF PAINTED OR UNPAINTED EXTERIOR WOOD OR COMPOSITION SURFACES, (4) PREPARATION OF PAINTED OR UNPAINTED INTERIOR WOOD OR COMPOSITION SURFACES, (5) PREPARATION OF METAL SURFACES, (6) PREPARATION OF MASONRY AND CONCRETE SURFACES, (7) ESTIMATION, (8) PREPARATION OF PAINTS AND COATING, (9) PAINT APPLICATION, WALLS, CEILINGS, TRIMS AND/OR EXTERIOR, AND (10) CLEAN UP OPERATIONS. EDUCATIONAL AND COMMUNICATION SKILL STANDARDS ARE GIVEN FOR (1) READING PROGRAM, (2) MATHEMATICS PROGRAM, (3) LANGUAGE AND STUDY SKILLS, (4) HANDWRITING, (5) DRIVER EDUCATION, (6) SPEAKING AND LISTENING SKILLS, (7) JOB CORPS ADVANCED GENERAL EDUCATION PROGRAM, (8) WORLD OF WORK PROGRAM, AND (9) SOCIAL ATTITUDINAL ACHIEVEMENT. COLUMN A IN THE CHECK LIST GIVES THE TASKS AND/OR KNOWLEDGE WITHIN EACH AREA IN WHICH THE CORPSMEMBER IS TO BE TRAINED. COLUMN B INDICATES THE LEVEL TO WHICH EACH CORPSMEMBER SHOULD BE TRAINED. COLUMN C IS PROVIDED FOR A RECORD INDICATING THE LEVEL TO WHICH THE CORPSMEMBER WAS ACTUALLY TRAINED AND COLUMNS D AND E ARE PROVIDED TO PERMIT INDICATING BY THE CORPSMEMBER AND INSTRUCTOR WHEN A TASK IS COMPLETED. (HC)

VT 008 651
HANDBOOK ON FIRST YEAR APPRENTICESHIP TRAINING IN ENGINEERING.

MINISTRY OF LABOUR, LONDON (ENGLAND)
SALES SECTION, BRITISH INFORMATION SERVICE,
845 THIRD AVENUE, NEW YORK, NEW YORK 10022.
PUB DATE - 66 293P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; *APPRENTICESHIPS; STUDENT PROJECTS; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS TEACHING GUIDE IS FOR USE IN FIRST-YEAR MACHINIST APPRENTICE COURSES. IT WAS DEVELOPED IN THE TRAINING DEPARTMENT OF THE MINISTRY OF LABOUR. LECTURES AND STUDENT EXERCISES ARE PROGRESSIVE IN NATURE AND COVER BENCH WORK, LATHES, MILLING MACHINES, GRINDERS, AND SHAPERS. TYPICAL TOPICS ARE: (1) READING OF ENGINEERING DRAWINGS, (2) SAFETY PRECAUTIONS FOR MACHINE OPERATORS, (3) THE USE OF DATUM LINES, POINTS, AND FACES, (4) MEASURING INSTRUMENTS, (5) THE CENTRE LATHE, (6) HEAT TREATMENT OF TOOL STEELS, (7) THE DIVIDING HEAD, (8) GEARS, (9) WORKSHOP GEOMETRY AND TRIGONOMETRY, AND (10) BENDING ALLOWANCES FOR SHEET METAL. THE COURSE WAS PLANNED TO ALLOW 24 WEEKS ON BENCHWORK, 22 WEEKS ON LATHES, AND FOUR WEEKS ON RECIPROCATING MACHINES. THIS GUIDE IS IN A 4-RING, LOOSE-LEAF NOTEBOOK; PAGES ARE 8 X 13 INCHES. SUPPLEMENTARY MATERIALS INCLUDE SEVERAL DOZEN DRAWINGS OF MACHINE TOOLS, MEASURING TOOLS, MACHINE OPERATIONS, GEARS, AND STUDENT EXERCISES WHICH CAN BE USED AS TRANSPARENCY MASTERS OR STUDENT HANDOUTS. (EM)

VT 008 676
RECOMMENDATIONS ON THE TRAINING OF PLATE MOULDERS AND LOOSE MOULDERS. TEXT AND APPENDICES.

FOUNDRY INDUSTRY TRAINING COMMITTEE, LONDON (ENGLAND)
PUB DATE - FEB68 38P.

DESCRIPTORS - *FOUNDRIES; *APPRENTICESHIPS; ON THE JOB TRAINING; *PROGRAM GUIDES; FOREIGN COUNTRIES
IDENTIFIERS - ENGLAND

ABSTRACT - THIS GUIDE, DISCUSSING THE TRAINING OF MOULDERS AND COREMAKERS EMPLOYED IN THE LIGHT CASTINGS SECTION OF THE INDUSTRY, IS INTENDED TO ASSIST COMPANIES TO IMPROVE THEIR OWN TRAINING AND TO FORM THE YARDSTICK FOR EVALUATION. INCLUDED ARE: (1) INTRODUCTION, (2) PURPOSE OF INDUSTRIAL TRAINING, (3) PRINCIPLES OF GOOD TRAINING, (4) TRAINING RECOMMENDATIONS FOR YOUNG PEOPLE, INCLUDING INDUCTION, PLATE MOULDERS, LOOSE MOULDERS, PATTERN MOULDERS, AND JOBBING MOULDERS, (5) FURTHER EDUCATION, (6) TRAINING FOR ADULT PLATE MOULDERS, (7) INSTRUCTORS, AND (8) REGISTER OF TRAINEES AND RECORDS OF PROGRESS. AN APPENDIX ITEMIZING WORK PROJECTS AND ILLUSTRATING COMMON FAULTS IS IN A SECOND BOOKLET UNDER THIS VT NUMBER. (GR)

VT 008 724
SAFETY HANDBOOK: A GUIDE FOR TRADE AND INDUSTRIAL EDUCATION PROGRAMS.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION
CLEMSON UNIV., S.C. DEPT. OF INDUSTRIAL EDUCATION
VOCATIONAL EDUCATION MEDIA CENTER, CLEMSON, S.C.
STATE SUPERVISOR OF TRADE AND INDUSTRIAL EDUCATION, RUTLEDGE BLDG., OFFICE OF VOC. ED., STATE DEPT. OF EDUCATION, COLUMBIA, SOUTH CAROLINA 29201 (LIMIT 1 PER STATE SUPERVISOR OF TRADE AND INDUSTRIAL EDUCATION).
PUB DATE - 68 78P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *SCHOOL SHOPS; HIGH SCHOOLS; *ACCIDENT PREVENTION; TRANSPARENCIES; SCHOOL SAFETY; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - THIS TEACHING GUIDE WAS PREPARED FOR USE BY TEACHERS OF TRADE AND INDUSTRIAL EDUCATION PROGRAMS IN CONDUCTING AN EFFECTIVE PROGRAM OF SAFETY INSTRUCTION AND CONTAINS THE BASIC GENERAL INFORMATION NEEDED FOR TEACHING SAFETY IN ALL TRADE AREAS. IT WAS DEVELOPED BY AN INDIVIDUAL AUTHOR AND REVIEWED BY TEACHER EDUCATORS AND STATE SUPERVISORS. SECTION I PROVIDES INFORMATION FOR THE TEACHER UNDER THE HEADINGS OF SAFETY RESPONSIBILITIES, SHOP AND LABOR SAFETY, FIRST AID, AND TEACHER LIABILITY. SECTION II IS A UNIT OF INSTRUCTION EMPHASIZING GENERAL SAFETY AND IS PLANNED AS A 40-MINUTE PRESENTATION KEYED TO 34 TRANSPARENCIES WHICH ARE INCLUDED WITH THE TEACHING GUIDE IN THE FORM OF TRANSPARENCY MASTERS. TOPICS IN SECTION II INCLUDE INTRODUCTORY COMMENTS ON SAFETY, THE PREVENTABLE ACCIDENT, CATEGORIES

OF SAFETY RULES, AND SPECIFIC SHOP RULES. THE MATERIALS ARE TO BE USED BY CERTIFIED TRADE AND INDUSTRIAL EDUCATION TEACHERS FOR COURSE PLANNING AND LESSON DEVELOPMENT. APPENDED ARE: (1) SOUTH CAROLINA EYE PROTECTION LAW, (2) SUGGESTED REFERENCE BOOKS, FILMS, AND FILMSTRIPS, AND (3) THE NATIONAL STANDARD SCHOOL SHOP SAFETY INSPECTION CHECK LIST. (EM)

VT 008 731
CURRICULUM GUIDE FOR TRADES AND INDUSTRIES BRICK MASONRY.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION
CLEMSON UNIV., S.C. DEPT. OF INDUSTRIAL EDUCATION
VOCATIONAL EDUCATION MEDIA CENTER, CLEMSON, S.C.
STATE SUPERVISOR OF TRADE AND INDUSTRIAL EDUCATION, RUTLEDGE BLDG., OFFICE OF VOC. ED., STATE DEPT. OF EDUCATION, COLUMBIA, SOUTH CAROLINA 29201 (LIMIT: ONE PER STATE SUPERVISOR OF TRADE AND INDUSTRIAL EDUCATION).
PUB DATE - 68 192P.

DESCRIPTORS - CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES; INSTRUCTIONAL AIDS; STUDENT PROJECTS; SECONDARY GRADES; BIBLIOGRAPHIES; *BRICKLAYERS
IDENTIFIERS - *MASONRY

ABSTRACT - THIS CURRICULUM GUIDE IS FOR MASONRY INSTRUCTOR USE IN COURSE PLANNING AND LESSON DEVELOPMENT FOR BRICK MASONRY PROGRAMS IN HIGH SCHOOLS AND AREA VOCATIONAL SCHOOLS. IT WAS DEVELOPED BY A COMMITTEE OF INSTRUCTORS, SUPERVISORS, TEACHER EDUCATORS, AND INDUSTRIAL REPRESENTATIVES AND REVIEWED BY MATERIALS SPECIALISTS AND INDUSTRIAL REPRESENTATIVES. THE PURPOSE OF THE TRADE AND INDUSTRIAL MASONRY PROGRAM IS TO DEVELOP IN THE STUDENT THE NECESSARY MANIPULATIVE SKILLS, GOOD WORK HABITS, AND AN UNDERSTANDING OF BASIC FUNDAMENTALS OF MASONRY SUFFICIENT FOR HIM TO ENTER THE TRADE AS AN APPRENTICE. IN ADDITION TO GENERAL AND SPECIFIC PROGRAM OBJECTIVES THE MATERIAL PROVIDES THE CERTIFIED MASONRY INSTRUCTOR WITH AN OUTLINE OF COURSE CONTENT, RELATED INFORMATION MATERIALS, AND SUGGESTED REFERENCE BOOKS, CHARTS, PAMPHLETS, FILMS, FILMSTRIPS, AND PUBLISHERS NECESSARY TO DEVELOP A 1,080-HOUR COURSE OF STUDY. A SET OF 77 OVERHEAD TRANSPARENCY MASTERS ARE INCLUDED TO SUPPLEMENT THE CURRICULUM GUIDE AND ARE KEYED TO THE OUTLINE OF COURSE CONTENT. A SET OF 47 JOB INSTRUCTION SHEETS IS ALSO INCLUDED AND KEYED TO CORRESPONDING TRANSPARENCY MASTERS. (HC)

VT 008 757
JEFFERSON, TED B.
WELDING AND FLAME-CUTTING PROCESSES AND PRACTICES. TECHNICAL AIDS NO. 90 FOR SMALL MANUFACTURERS.

SMALL BUSINESS ADMINISTRATION, WASHINGTON, D.C.
SMALL BUSINESS ADMINISTRATION, 1441 L STREET, N.W., ROOM 100, WASHINGTON, D.C. 20416 (WITHOUT CHARGE).
PUB DATE - JUN68 8P.

DESCRIPTORS - *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *WELDING; *WELDERS; *ADULT VOCATIONAL EDUCATION; MANUFACTURING INDUSTRY

ABSTRACT - ONE OF A SERIES OF TECHNICAL AIDS FOR SMALL MANUFACTURERS, THIS BULLETIN PRESENTS INFORMATION ON BASIC WELDING PROCESSES AND THEIR PRODUCTION AND MAINTENANCE USES. THE PAMPHLET WAS WRITTEN BY A WELDING ENGINEER TO AID SMALL MANUFACTURERS AND SMALL PLANT OWNERS IN DECIDING WHICH WELDING PROCESSES WILL BE MOST PRACTICAL FOR USE IN THEIR OWN OPERATIONS. THE CONTENT DISCUSSES THE 11 BASIC PROCESSES, CONCENTRATING ON THE THREE MOST WIDELY USED: ARC WELDING, GAS WELDING, AND RESISTANCE WELDING. EACH TYPE IS COVERED IN TERMS OF THE EQUIPMENT REQUIRED, THE COST, A BRIEF HISTORY AND DESCRIPTION OF THE PROCESS, USES AND APPLICATIONS FOR WHICH EACH TYPE IS SUITABLE, AND ADVANTAGES AND DISADVANTAGES. THE OTHER EIGHT PROCESSES, DESCRIBED BRIEFLY, ARE: (1) BRAZING, (2) STUD, (3) FRICTION, (4) EXPLOSIVE, (5) ELECTRON BEAM, (6) ULTRASONIC, (7) LASER, AND (8) FORGE. A LIST OF SELECTED REFERENCES IS INCLUDED. (AW)

VT 008 805
THE CRANKING CIRCUIT (AND HOW IT WORKS).

GENERAL MOTORS CORP., ANDERSON, IND. DELCO REMY DIV.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.15).
PUB DATE - ND 24P.

DESCRIPTORS - *FILMSTRIPS; *ILLUSTRATIONS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *ELECTRICAL SYSTEMS; RESOURCE MATERIALS; INDUSTRIAL ARTS; POWER MECHANICS
IDENTIFIERS - *CRANKING CIRCUIT

ABSTRACT - THE 57-FRAME COLOR FILMSTRIP, "THE CRANKING CIRCUIT," DEVELOPED FOR USE IN AUTOMOTIVE CLASSROOM AND SHOP INSTRUCTION IS PRESENTED IN THIS FILM-SCRIPT BOOKLET. THE TEXT FOR EACH FRAME IS TAKEN FROM 33 1/3 RPM RECORDS DESIGNED TO ACCOMPANY THE FILMSTRIP. THE FILM BOOKLET PROVIDES ILLUSTRATIONS AND DISCUSSION WHICH DESCRIBE THE FUNCTION OF EACH PART OF THE CRANKING CIRCUIT AND SHOWS HOW THEY WORK TOGETHER TO PROVIDE THE CONVENIENCE, THE SAFETY AND THE CONTROL WHICH COMBINE TO FORM THE MODERN AUTOMOTIVE CRANKING CIRCUIT. THE FILM BOOKLET IS ONE OF A SERIES WHICH COVER THE OPERATION AND MAINTENANCE OF THE VARIOUS UNITS IN THE AUTOMOTIVE ELECTRICAL SYSTEM. THE 35 MM COLOR FILMSTRIP WITH 33 1/3 RPM RECORDS IS AVAILABLE AS NO. 9025K FOR $6.00 FROM THE SOURCE OF AVAILABILITY INDICATED FOR THE DOCUMENT. (HC)

VT 008 806
INTRODUCING THE DELCOTRON GENERATOR AND THE CHARGING CIRCUIT.

GENERAL MOTORS CORP., ANDERSON, IND. DELCO REMY DIV.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.15).
PUB DATE - AUG63 18P.

DESCRIPTORS - *FILMSTRIPS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *ELECTRICAL SYSTEMS; *ILLUSTRATIONS; RESOURCE MATERIALS; INDUSTRIAL ARTS; POWER MECHANICS
IDENTIFIERS - *AC GENERATORS

ABSTRACT - THE 50-FRAME COLOR FILMSTRIP, "DELCOTRON GENERATOR AND THE CHARGING CIRCUIT," DEVELOPED FOR USE IN AUTO MECHANICS CLASSROOM AND SHOP INSTRUCTION IS PRESENTED IN THIS FILM-SCRIPT BOOKLET. THE TEXT FOR EACH FRAME IS TAKEN FROM 33 1/3 RPM RECORDS DESIGNED TO ACCOMPANY THE FILMSTRIP. THE PURPOSE OF THE BOOKLET IS TO PRESENT ILLUSTRATIONS AND DISCUSSION WHICH DESCRIBE CONSTRUCTION, MAINTENANCE, AND OPERATING PRINCIPLES OF THE DIODE-RECTIFIED ALTERNATING CURRENT GENERATOR AND THE CHARGING CIRCUIT IN WHICH IT OPERATES. THE FILM BOOKLET IS ONE OF A SERIES WHICH COVER THE OPERATION AND MAINTENANCE OF THE VARIOUS UNITS OF THE AUTOMOTIVE ELECTRICAL SYSTEM. THE 35 MM COLOR FILMSTRIP WITH 33 1/3 RPM RECORDS IS AVAILABLE AS NO. 9011K FOR $6.00 FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (HC)

VT 008 807
LET'S TALK ENERGIZERS AND BATTERIES TESTING AND SERVICING.

GENERAL MOTORS CORP., ANDERSON, IND. DELCO REMY DIV.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.15).
PUB DATE - SEP67 29P.

DESCRIPTORS - *FILMSTRIPS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *ELECTRIC BATTERIES; *ILLUSTRATIONS; POWER MECHANICS; ELECTRICAL SUPPLIES; RESOURCE MATERIALS; INDUSTRIAL ARTS

ABSTRACT - THE 98-FRAME COLOR FILMSTRIP, "ENERGIZERS AND BATTERIES," DEVELOPED FOR USE IN AUTO MECHANICS CLASSROOM AND SHOP INSTRUCTION IS PRESENTED IN THIS FILM-SCRIPT BOOKLET. THE TEXT FOR EACH FRAME ILLUSTRATION IS TAKEN FROM 33 1/3 RPM RECORDS DESIGNED TO ACCOMPANY THE FILMSTRIP. THE PURPOSE OF THE BOOKLET IS TO PRESENT ILLUSTRATIONS AND DISCUSSION WHICH DESCRIBE ENERGIZER AND BATTERY CONSTRUCTION, TESTING, AND MAINTENANCE. THE FILM BOOKLET IS ONE OF A SERIES WHICH COVER THE OPERATION AND MAINTENANCE OF THE VARIOUS UNITS IN THE AUTOMOTIVE ELECTRICAL SYSTEM. THE 35 MM COLOR FILMSTRIP WITH 33 1/3 RPM RECORDS IS AVAILABLE AS NO. 9022K FOR $6.00 FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (HC)

VT 008 808
REGULATION AND THE CHARGING CIRCUIT.

GENERAL MOTORS CORP., ANDERSON, IND. DELCO REMY DIV.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.15).
PUB DATE - ND 19P.

DESCRIPTORS - *FILMSTRIPS; *ILLUSTRATIONS; *TRADE AND INDUSTRIAL EDUCATION; ELECTRICAL SYSTEMS; *AUTO MECHANICS; RESOURCE MATERIALS; INDUSTRIAL ARTS; POWER MECHANICS; *ELECTRONIC CONTROL

ABSTRACT - THE 52-FRAME COLOR FILMSTRIP "REGULATION AND THE CHARGING CIRCUIT," DEVELOPED FOR USE IN AUTO MECHANICS CLASSROOM AND SHOP INSTRUCTION, IS PRESENTED IN THIS FILM SCRIPT BOOKLET. THE TEXT FOR EACH FRAME ILLUSTRATION IS TAKEN FROM 33 1/3 RPM RECORDS DESIGNED TO ACCOMPANY THE FILMSTRIP. ILLUSTRATIONS AND DISCUSSION ARE PRESENTED WHICH DESCRIBE THE CONSTRUCTION AND OPERATING PRINCIPLES OF THE BATTERY, GENERATOR, AND REGULATOR. THE FILM BOOKLET IS ONE OF A SERIES WHICH COVER THE OPERATION AND MAINTENANCE OF THE VARIOUS UNITS IN THE AUTOMOTIVE ELECTRICAL SYSTEM. THE 35 MM COLOR FILMSTRIP WITH 33 1/3 RPM RECORDS IS AVAILABLE AS NO. 9015K FOR $6.00 FROM THE SOURCE OF AVAILABILITY INDICATED FOR THE DOCUMENT. (HC)

VT 008 809
20,000 VOLTS UNDER THE HOOD: THE IGNITION CIRCUIT AND HOW IT WORKS.

GENERAL MOTORS CORP., ANDERSON, IND. DELCO REMY DIV.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.15).
PUB DATE - ND 23P.

DESCRIPTORS - *FILMSTRIPS; *ILLUSTRATIONS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *ELECTRICAL SYSTEMS; RESOURCE MATERIALS; INDUSTRIAL ARTS; POWER MECHANICS
IDENTIFIERS - *IGNITION CIRCUIT

ABSTRACT - THE 63-FRAME COLOR FILMSTRIP "20,000 VOLTS UNDER THE HOOD," DEVELOPED FOR USE IN AUTO MECHANICS CLASSROOM AND SHOP INSTRUCTION IS PRESENTED IN THIS FILM SCRIPT BOOKLET. THE TEXT FOR EACH FRAME IS TAKEN FROM 33 1/3 RPM RECORDS DESIGNED TO ACCOMPANY THE FILMSTRIP. THE PURPOSE OF THE BOOKLET IS TO PROVIDE ILLUSTRATIONS AND DISCUSSION WHICH DESCRIBE HOW THE PARTS OF THE IGNITION CIRCUIT WORK TOGETHER TO PRODUCE THE HIGH-VOLTAGE SPARK NECESSARY FOR HIGH-COMPRESSION ENGINES. THE FILM BOOKLET IS ONE OF A SERIES WHICH COVER THE OPERATION AND MAINTENANCE OF THE VARIOUS UNITS IN THE AUTOMOTIVE ELECTRICAL SYSTEM. THE 35 MM COLOR FILMSTRIP WITH 33 1/3 RPM RECORDS IS AVAILABLE AS NO. 9020K FOR $6.00 FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (HC)

VT 008 810
APPRENTICE GLAZIER: WORK EXPERIENCE SCHEDULE AND TRAINING LOG BOOK.

CONSTRUCTION INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
CONSTRUCTION INDUSTRY TRAINING BOARD, RADNOR HOUSE, LONDON ROAD, NORBURY, LONDON SW16,

ENGLAND.
PUB DATE - ND 9P.

DESCRIPTORS - *RECORDS (FORMS); FOREIGN COUNTRIES; *APPRENTICESHIPS; *GLAZIERS; *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES
IDENTIFIERS - ENGLAND

ABSTRACT - THIS LOG BOOK IS DESIGNED TO BE USED BY APPRENTICE TRAINEES FOR RECORDING THE WORK THEY HAVE CARRIED OUT OR IT MAY BE USED BY MANAGERS AND SUPERVISORS FOR RECORDING THE PROGRESS OF APPRENTICES UNDER THEIR JURISDICTION. INCLUDED ARE PERSONAL DATA SHEETS, APPRENTICE GLAZIER WORK EXPERIENCE SCHEDULES, NOTES ON THE USE OF THE LOG BOOK, AND FORMS FOR RECORDING WORK EXPERIENCE. (GR)

VT 008 811
APPRENTICE MASON: WORK EXPERIENCE SCHEDULE AND TRAINING LOG BOOK.

CONSTRUCTION INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
CONSTRUCTION INDUSTRY TRAINING BOARD, RADNOR HOUSE, LONDON ROAD, NORBURY, LONDON SW16, ENGLAND.
PUB DATE - ND 10P.

DESCRIPTORS - BUILDING TRADES; *BRICKLAYERS; *RECORDS (FORMS); BRICKLAYING; FOREIGN COUNTRIES; *APPRENTICESHIPS; *MASONRY; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - ENGLAND

ABSTRACT - THIS LOG BOOK IS DESIGNED TO BE USED BY APPRENTICE TRAINEES FOR RECORDING THE WORK THEY HAVE CARRIED OUT OR IT MAY BE USED BY MANAGERS AND SUPERVISORS FOR RECORDING THE PROGRESS OF APPRENTICES UNDER THEIR JURISDICTION. INCLUDED ARE PERSONAL DATA SHEETS, APPRENTICE MASON WORK EXPERIENCE SCHEDULES, NOTES ON THE USE OF THE LOG BOOK, AND FORMS FOR RECORDING WORK EXPERIENCE. (GR)

VT 008 812
APPRENTICE PAINTER AND DECORATOR: WORK EXPERIENCE SCHEDULE AND TRAINING LOG BOOK.

CONSTRUCTION INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
CONSTRUCTION INDUSTRY TRAINING BOARD, RADNOR HOUSE, LONDON ROAD, NORBURY, LONDON SW16, ENGLAND.
PUB DATE - ND 10P.

DESCRIPTORS - *RECORDS (FORMS); FOREIGN COUNTRIES; *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; *PAINTING
IDENTIFIERS - ENGLAND

ABSTRACT - THIS LOG BOOK IS DESIGNED TO BE USED BY APPRENTICE TRAINEES FOR RECORDING THE WORK THEY HAVE CARRIED OUT OR IT MAY BE USED BY MANAGERS AND SUPERVISORS FOR RECORDING THE PROGRESS OF APPRENTICES UNDER THEIR JURISDICTION. INCLUDED ARE PERSONAL DATA SHEETS, APPRENTICE PAINTER AND DECORATOR WORK EXPERIENCE SCHEDULES, NOTES ON THE USE OF THE LOG BOOK, AND FORMS FOR RECORDING WORK EXPERIENCE. (GR)

VT 008 838
PLANNING AND SUPERVISION OF STAGE IV TRAINING FOR CRAFT APPRENTICES--MAY 1968.

IRON AND STEEL INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
PUB DATE - MAY68 3P.

DESCRIPTORS - *PROGRAM GUIDES; *APPRENTICESHIPS; ON THE JOB TRAINING; METAL WORKING OCCUPATIONS; ADULT VOCATIONAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - ENGLAND

ABSTRACT - PREPARED BY THE IRON AND STEEL INDUSTRY TRAINING BOARD, THIS BOOKLET IS A SUPPLEMENT TO "RECOMMENDATIONS FOR CRAFT APPRENTICE TRAINING, 1966" (VT 008 415, IN THIS ISSUE). THE CONTENT RELATES TO ON-THE-JOB TRAINING AND INCLUDES RECOMMENDATIONS ON THE FOLLOWING: (1) RESPONSIBILITY OF ENGINEERS, FOREMEN, AND TRAINING STAFF FOR ORGANIZING, SUPERVISING, AND ASSESSING TRAINING, (2) ROTATIONAL SEQUENCE REQUIRED FOR APPRENTICES, (3) ENGINEERING SECTIONS WHICH SHOULD PROVIDE TRAINING, (4) TIME TO BE SPENT IN EACH SECTION, AND (5) METHODS OF EVALUATING PROGRESS OF APPRENTICES. THE IMPORTANCE OF SAFE WORKING PRACTICES IS ALSO COVERED BRIEFLY. OTHER RELATED DOCUMENTS ARE VT 008 414, VT 008 841, AND VT 008 857, ALL IN THIS ISSUE. (AW)

VT 008 841
RECOMMENDATIONS FOR THE TRAINING OF BOILERMAKER, WELDER AND BLACKSMITH APPRENTICES, 1967.

IRON AND STEEL INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
PUB DATE - MAY67 36P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *METAL WORKING OCCUPATIONS; WELDERS; PROGRAM DESCRIPTIONS; *SKILLED OCCUPATIONS; ON THE JOB TRAINING
IDENTIFIERS - BOILERMAKERS; BLACKSMITHS; ENGLAND

ABSTRACT - PREPARED BY THE IRON AND STEEL INDUSTRY TRAINING BOARD, THIS BOOKLET IS A SUPPLEMENT TO "RECOMMENDATIONS FOR CRAFT APPRENTICE TRAINING, 1966" (VT 008 415, IN THIS ISSUE), SUPERCEDING THE SECTION ON TRAINING FOR THE TRADES OF BOILERMAKERS, WELDERS, AND BLACKSMITHS. A TOPICAL OUTLINE OF THE PROGRAM COVERS 6 TO 9 MONTHS GENERAL BASIC TRAINING, 12 MONTHS BASIC TRAINING IN THE SPECIFIC TRADES, 6 MONTHS ADVANCED SPECIALIZED TRAINING, AND 2 YEARS ON-THE-JOB TRAINING. THE GUIDE INCLUDES SUGGESTIONS FOR SELECTION AND RECRUITMENT OF TRAINEES, SUPERVISION, AND EVALUATION. OTHER RELATED DOCUMENTS ARE VT 008 414, VT 008 838, AND VT 008 857, ALL IN THIS ISSUE. (AW)

VT 008 857
RECOMMENDATIONS FOR THE TRAINING OF TECHNICIANS AND TECHNOLOGISTS.

IRON AND STEEL INDUSTRY TRAINING BOARD, LONDON (ENGLAND)

PUB DATE - MAY66 21P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; *SUBPROFESSIONALS; *TECHNICAL OCCUPATIONS; INDUSTRIAL TRAINING
IDENTIFIERS - *TECHNOLOGISTS; ENGLAND

ABSTRACT - THIS BOOKLET, ISSUED BY THE IRON AND STEEL INDUSTRY TRAINING BOARD, CONTAINS RECOMMENDATIONS FOR ESTABLISHING STANDARDS FOR THE TRAINING OF TECHNICIANS AND TECHNOLOGISTS. TRAINING OUTLINE SYLLABUSES ARE PRESENTED BRIEFLY FOR THE FOLLOWING TECHNICIANS: (1) MECHANICAL ENGINEERING, (2) ELECTRICAL ENGINEERING, (3) INSTRUMENT ENGINEERING, (4) DRAWING OFFICE, (5) CHEMICAL AND METALLURGICAL, (6) FUEL, AND (7) COMPUTER. TRAINING RECOMMENDATIONS FOR ENGINEERING TECHNOLOGISTS AND CHEMICAL AND METALLURGICAL TECHNOLOGISTS ARE GIVEN. TECHNICIAN PROGRAMS COVER APPROXIMATELY 4 YEARS, INCLUDING A BASIC TRAINING PERIOD, A PERIOD OF SPECIALIZED TRAINING, AND A FINAL STAGE OF ON-THE-JOB TRAINING IN THE SPECIALIZED FIELD. THE TECHNOLOGISTS' TRAINING PROGRAMS ARE COMPRISED OF FOUR STAGES, COVERING APPROXIMATELY 2 YEARS. DEFINITIONS OF THE TERMS "TECHNICIAN" AND "TECHNOLOGIST," SUGGESTIONS FOR RECRUITMENT AND SELECTION OF TRAINEES, AND GENERAL INFORMATION ON THE PROGRAMS ARE INCLUDED. RELATED DOCUMENTS ARE VT 008 414, VT 008 415, VT 008 838, AND VT 008 841, ALL IN THIS ISSUE. (AW)

VT 008 870
TECHNOLOGY AND THE SCHOOLS. WORKING PAPER NO. 18.

SCHOOLS COUNCIL, LONDON (ENGLAND)
SALES SECTION, BRITISH INFORMATION SERVICE, 845 THIRD AVENUE, NEW YORK, NEW YORK 10022.
PUB DATE - MAR68 44P.

DESCRIPTORS - TECHNOLOGICAL ADVANCEMENT; *CURRICULUM DEVELOPMENT; *INSTRUCTIONAL MATERIALS; *STUDENT PROJECTS; PILOT PROJECTS; FOREIGN COUNTRIES; SCIENCE PROJECTS; SCHOOL INDUSTRY RELATIONSHIP; PROGRAM IMPROVEMENT; SCIENCE COURSES; *INDUSTRIAL TECHNOLOGY; *INDUSTRIAL EDUCATION; MATHEMATICS MATERIALS; TECHNICAL EDUCATION
IDENTIFIERS - *PROJECT TECHNOLOGY; ENGLAND

ABSTRACT - PROJECT TECHNOLOGY WAS DESIGNED TO INVESTIGATE HOW ASSISTANCE COULD BE OFFERED TO SCHOOLS DESIRING TO REFLECT THE INCREASING IMPORTANCE OF TECHNOLOGY IN THEIR CURRICULUMS. THE PRIMARY OBJECTIVES ARE TO DESIGN AND TEST TEACHING MATERIALS AND TO STIMULATE OUTSIDE SUPPORT FOR EDUCATION. TECHNOLOGY IS DEFINED AS THE PURPOSEFUL USE OF MAN'S KNOWLEDGE OF MATERIALS, SOURCES OF ENERGY, AND NATURAL PHENOMENON. THE EXISTING SITUATION IS DISCUSSED FROM TWO APPROACHES: (1) THE STUDY OF THE THEORETICAL, ANALYTICAL, AND PURELY FACTUAL ASPECTS OF TECHNOLOGY, AND (2) THE DEVELOPMENT OF AN ORIGINAL, INVENTIVE, AND OPEN-MINDED ATTITUDE TOWARD TECHNOLOGY. THE MATERIALS TO BE DEVELOPED INCLUDE: (1) FILMS, (2) MATERIALS FOR OVERHEAD PROJECTION, (3) PROGRAMS, (4) ELECTRONIC, MECHANICAL, AND STRUCTURAL MATERIAL, (5) WRITTEN MATERIAL IN THE FORM OF BOOKLETS, LOOSE-LEAF FOLDERS, AND PROJECT OUTLINE CARDS, AND (6) AN INTER-SCHOOL STUDENT PROJECT INFORMATION SERVICE. A COOPERATIVE RELATIONSHIP WITH INDUSTRY IS AN INTEGRAL PART OF PROJECT TECHNOLOGY. EXAMPLES OF STUDENT PROJECTS ARE INCLUDED. (CH)

VT 008 875
TAYLOR, E.A.
A TRAINING OFFICER'S GUIDE TO SELECTION.

BRITISH ASSOCIATION FOR COMMERCIAL AND INDUSTRIAL EDUCATION, LONDON (ENGLAND).
BACIE TRAINING MANUAL NO. 2
BRITISH ASSOCIATION FOR COMMERCIAL AND INDUSTRIAL EDUCATION, 26A BUCKINGHAM PALACE ROAD, LONDON, S.W.1, ENGLAND ($1.50).
PUB DATE - OCT68 46P.

DESCRIPTORS - *MANUALS; *INDUSTRIAL TRAINING; *JOB TRAINING; *TRADE AND INDUSTRIAL EDUCATION; *PERSONNEL SELECTION; INTERVIEWS; JOB ANALYSIS; PSYCHOLOGICAL TESTS

ABSTRACT - THIS TRAINING MANUAL WAS PREPARED BY A BRITISH ASSOCIATION TO PROVIDE GUIDELINES FOR SELECTING TRAINEES TO BE MACHINE OPERATORS AND TECHNICIANS. THE MANUAL WAS DEVELOPED OUT OF THE LECTURE NOTES OF A GROUP EDUCATION OFFICER AND WILL BE USEFUL TO TECHNICAL SCHOOLS AND COMPANIES ORGANIZING COURSES FOR TRAINING OFFICERS. AMONG THE 14 TOPICS ARE: (1) THE NEED TO IDENTIFY TALENT, (2) INDUSTRIAL AND WAR SERVICE APPLICATIONS OF PSYCHOLOGY, (3) JOB STUDY, JOB ANALYSIS, JOB SPECIFICATION, (4) PSYCHOLOGICAL TESTS, CATEGORIES, PURPOSE, AND (5) INTERVIEWING, INTERVIEW RECORD FORM, INDIVIDUAL AND GROUP TECHNIQUES, TIME SCALE. ALSO INCLUDED IN THIS MANUAL ARE TEACHING SUGGESTIONS, CHARTS AND DIAGRAMS, AND A BIBLIOGRAPHY. (JS)

VT 008 911
BANK TELLER.

STANISLAUS COUNTY MULTI-OCCUPATIONAL ADULT TRAINING PROJECT, MODESTO, CALIF.
MODESTO JUNIOR COLLEGE, COLLEGE AVENUE, MODESTO, CALIFORNIA 95350.
PUB DATE - ND 13P.

DESCRIPTORS - *PROGRAM DESCRIPTIONS; *PROGRAM GUIDES; *ADULT VOCATIONAL EDUCATION; *BANK TELLERS; *BANKING; PROGRAM DEVELOPMENT; CLERICAL OCCUPATIONS; PROGRAM EVALUATION; VOCATIONAL FOLLOWUP
IDENTIFIERS - STANISLAUS COUNTY MULTI-OCCUPATIONAL ADULT RETRAINING PROJECT; MODESTO; CALIFORNIA

ABSTRACT - DESIGNED TO PREPARE ADULT TRAINEES FOR EMPLOYMENT AS BANK TELLERS, THIS PROGRAM WAS DEVELOPED BY AN ADVISORY COMMITTEE OF REPRESENTATIVES FROM BANKS, THE DEPARTMENT OF EMPLOYMENT, AND THE BUSINESS TRAINING SECTION OF MODESTO JUNIOR COLLEGE. THE 10-WEEK, 300-HOUR COURSE COVERED THE FOLLOWING SUBJECT AREAS: (1) DEVELOPMENT OF BASIC SKILLS INCLUDING TYPING, BOOKKEEPING, AND BUSINESS MATHEMATICS, (2) COMMUNICATIONS SKILLS, BOTH VERBAL AND WRITTEN, (3) PERSONAL JOB RESPONSIBILITY, (4) BANKING PROCEDURES AND

GENERAL INFORMATION, AND (5) USE OF BANKING BUSINESS MACHINES. KNOWLEDGE AND PERFORMANCE OF DUTIES, CARE AND USE OF EQUIPMENT, AND ESTABLISHING ACCEPTABLE PERSONAL HABITS AND ATTITUDES WERE EMPHASIZED. THE TEACHER HAD 13 YEARS TEACHING EXPERIENCE, OFFICE EXPERIENCE IN BOOKKEEPING AND SECRETARIAL WORK, AND HAD COMPLETED A BANK TELLER TUTOR SERIES. THE 17 STUDENTS ENROLLED IN THE COURSE WERE WOMEN RANGING IN AGE FROM 19 TO 36, WITH AN AVERAGE AGE OF 27 AND AN AVERAGE EDUCATION OF 11.8 YEARS. ALL HAD BEEN EITHER UNEMPLOYED, WORKING LESS THAN FULL TIME, OR AT A SKILL BELOW THEIR DEMONSTRATED ABILITIES. STANDARDS FOR ADMISSION TO THE COURSE WERE ESTABLISHED BY THE DEPARTMENT OF EMPLOYMENT AND THE COLLEGE. THE GENERAL APTITUDE TEST BATTERY WAS USED TO ESTABLISH APTITUDE OF THE TRAINEES AND FINAL SELECTION WAS MADE THROUGH A SPECIFIC PROGRAM OF TESTING AND COUNSELING. THERE WERE NO DROPOUTS AND A FOLLOWUP SURVEY ONE MONTH AFTER COMPLETION OF THE COURSE FOUND EIGHT OF THE 17 TRAINEES EMPLOYED. (AW)

VT 008 915
CHARGING IGNITION AND CRANKING SYSTEMS: PERIODIC MAINTENANCE AND CIRCUIT CHECKS.

GENERAL MOTORS CORP., ANDERSON, INDIANA. DELCO REMY DIV.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 ($.25).
PUB DATE - 64 48P.

DESCRIPTORS - *STUDY GUIDES; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; ELECTRIC BATTERIES; ELECTRIC CIRCUITS; EQUIPMENT MAINTENANCE; *TRADE AND INDUSTRIAL EDUCATION; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - PREPARED BY TECHNICAL WRITERS OF THE DELCO-REMY DIVISION OF GENERAL MOTORS, THIS MANUAL IS FOR USE BY VOCATIONAL EDUCATION TEACHERS AND STUDENTS IN AUTO MECHANICS COURSES. APPLICABLE FOR CLASSROOM OR SHOP INSTRUCTION, THE BOOKLET IS CONCERNED WITH SERVICING AUTOMOTIVE ELECTRICAL EQUIPMENT AND INCLUDES BOTH THE PERIODIC MAINTENANCE REQUIREMENTS OF EACH COMPONENT OF THE ELECTRICAL SYSTEM AND A BASIC TROUBLESHOOTING APPROACH TO THE THREE MAJOR ELECTRICAL SYSTEMS ON A VEHICLE: CHARGING, IGNITION, AND CRANKING. UNIT HEADINGS ARE: (1) TROUBLESHOOTING TOOLS OR INSTRUMENTS, (2) THE BATTERY, (3) THE D.C. CHARGING SYSTEM, (4) THE A.C. CHARGING SYSTEM, (5) THE IGNITION SYSTEM, AND (6) THE CRANKING SYSTEM. LINE DRAWINGS ILLUSTRATE THE MANUAL. (AW)

VT 008 925
BENZE, ALEXANDER
AN INTRODUCTION TO THE ART OF PHOTOENGRAVING.

NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - SEP69 181P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *PHOTOENGRAVERS; HIGH SCHOOL STUDENTS

ABSTRACT - THIS TEXT IS INTENDED TO PROVIDE THE HIGH SCHOOL STUDENT WITH AN UNDERSTANDING OF THE BASIC PRINCIPLES AND WORKING TOOLS OF PHOTOENGRAVING PROCESSES AS A BACKGROUND FOR THE "DO IT" STAGE OF LEARNING. IT WAS DEVELOPED AT THE STATE LEVEL BY THE AUTHOR AND A COMMITTEE OF TEACHERS. UNITS INCLUDE: (1) GENERAL INFORMATION, (2) TYPES OF ENGRAVING, (3) TOOLS AND EQUIPMENT, (4) COPY AND ARTWORK, (5) THE PROCESS CAMERA, AND (6) THE FUNDAMENTALS OF PHOTOENGRAVING. AN ACHIEVEMENT TEST IS INCLUDED FOR EACH UNIT. A SECTION ON FORMULAS AND CHARTS PRESENTS A WEIGHT AND MEASURES CONVERSION TABLE, A CHEMICAL HAZARD CHART, AND GLOSSARY OF TERMS RELATED TO ART AND COPY LAYOUT, AS WELL AS INFORMATION ON: (1) PROCESS FILMS, (2) TIME AND TEMPERATURE DEVELOPMENT, (3) PHOTOGRAPHING OF COLORED COPY, (4) FILTERS AND FILTER FACTORS, (5) DEVELOPER SOLUTIONS, (6) STOP BATHS, (7) FIXING BATHS, (8) TRAY AND TANK CLEANING, (9) NEGATIVE REDUCTION, AND (10) NEGATIVE INTENSIFICATION. THE DOCUMENT IS ABUNDANTLY ILLUSTRATED. (JK)

VT 008 932
DAVIS, HARRY F.
TEACHING PARLIAMENTARY PROCEDURE .

VOCATIONAL INDUSTRIAL CLUB OF OHIO, INC., COLUMBUS, OHIO
MIS-11
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.60).
PUB DATE - 66 35P.

DESCRIPTORS - *CURRICULUM GUIDES; SECONDARY GRADES; *STUDENT ORGANIZATIONS; *TRADE AND INDUSTRIAL EDUCATION; *LEADERSHIP TRAINING; *PARLIAMENTARY LAW; YOUTH CLUBS; YOUTH LEADERS
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUB OF OHIO

ABSTRACT - THE PURPOSE OF THIS COLLECTION OF LESSON PLANS AND INFORMATION SHEETS IS TO AID SPONSORS OF VOCATIONAL-TECHNICAL CLUBS IN TEACHING PARLIAMENTARY PROCEDURE. THE LESSON PLANS AND INFORMATION SHEETS COVER: (1) RECOGNITION BY THE CHAIR, (2) MAKING A MOTION, (3) AMENDING A MOTION, (4) CALLING FOR A DIVISION OF THE HOUSE, (5) RISING TO A POINT OF ORDER, (6) TABLING A MOTION, AND (7) REFERRING A MOTION TO A COMMITTEE. LESSON PLANS GIVE OBJECTIVES, INSTRUCTIONAL MATERIALS, AND INSTRUCTIONS FOR INTRODUCING, PRESENTING, AND EVALUATING THE LESSON. INFORMATION SHEETS CONTAIN AN INTRODUCTION, PROCEDURE, AND SAMPLE PARLIAMENTARY CONVERSATION. A SAMPLE SCORE SHEET FOR CLUB EVALUATION IS PROVIDED. (EM)

VT 008 959
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR CARPENTERS, MILLMEN, AND WOODWORKING MACHINE OPERATORS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 32P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; *BUILDING TRADES; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM LENGTH; PROGRAM COSTS; FEDERAL PROGRAMS; WOODWORKING; CABINETMAKING
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS CARPENTERS, MILLMEN, AND WOODWORKING MACHINE OPERATORS ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, THESE OUTLINES PRESENT BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE, INCLUDING: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 600 TO 2000 CLOCK HOURS. (AW)

VT 008 960
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR PAINTERS AND PAINT SPRAYERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 11P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PAINTERS; *BUILDING TRADES; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM LENGTH; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS PAINTERS AND PAINT SPRAYERS ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, THESE OUTLINES PRESENT BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE, INCLUDING: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC SKILLS TO BE DEVELOPED. (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 600 TO 2080 CLOCK HOURS. (AW)

VT 008 961
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR PLUMBERS AND PLUMBER HELPERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 15P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PLUMBERS; *BUILDING TRADES; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS PLUMBERS AND PLUMBER HELPERS ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, THESE EXAMPLES PRESENT BRIEF DESCRIPTIVE INFORMATION AND A TOPIC OUTLINE OF EACH COURSE, INCLUDING: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 390 TO 2400 CLOCK HOURS. (AW)

VT 008 983
ARC WELDING. MATERIALS AND MATERIAL PROCESSES SERIES.

MATERIALS AND MECHANICS RESEARCH CENTER (ARMY), WATERTOWN, MASS. QUALITY AND RELIABILITY ASSURANCE HANDBOOK
BATTELLE MEMORIAL INST., COLUMBUS, OHIO. COLUMBUS LABS.
PUB DATE - 1JUL68 358P.

DESCRIPTORS - *TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; *WELDING; GLOSSARIES; BIBLIOGRAPHIES; SUBPROFESSIONALS; *QUALITY CONTROL; INSPECTION; ILLUSTRATIONS

ABSTRACT - THIS TECHNICAL REFERENCE DOCUMENT IS FOR USE BY THE DEPARTMENT OF DEFENSE ENGINEERING AND INSPECTION PERSONNEL IN THE GENERAL FIELD OF ARC-WELDING TECHNOLOGY. THE DOCUMENT WAS DEVELOPED UNDER CONTRACT WITH THE DEPARTMENT OF THE ARMY. THE CONTENT OBJECTIVES ARE TO DEVELOP UNDERSTANDINGS OF THE (1) HISTORY AND DEVELOPMENT OF WELDING, (2) OF IMPORTANT THEORETICAL ASPECTS OF WELDING INCLUDING METALLURGICAL EFFECTS AND ARC THEORY, (3) OF VARIOUS ARC-WELDING PROCESSES, (4) OF WELDING APPLICATION CRITERIA, AND (5) OF QUALITY ASSURANCE. UNITS INCLUDE: (1) ARC-WELDING THEORY, (2) ARC-WELDING POWER SUPPLIES, (3) SHIELDED-METAL-ARC WELDING, (4) GRANULAR FLUX PROCESSES, (5) OTHER WELDING PROCESSES, AND (6) QUALITY ASSURANCE. A GLOSSARY OF WELDING TERMS, A BIBLIOGRAPHY OF PERTINENT REFERENCES ON WELDING, AND 122 ILLUSTRATIONS ARE INCLUDED. (CH)

VT 008 985
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR BUILDING MAINTENANCE MEN, CUSTODIANS, AND JANITORS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 48P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *JANITORS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS; *CUSTODIAN TRAINING
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS BUILDING MAINTENANCE MEN, CUSTODIANS, AND JANITORS. THE EXAMPLES PRESENT BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE, INCLUDING: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 180 TO1015 CLOCK HOURS. (AW)

VT 008 986
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR THE BOOT AND SHOE MANUFACTURING OCCUPATIONS OF UTILITY-STITCHER, HAND SEWER, BUFFER, HEEL ATTACHER, AND SHOE REPAIRMAN.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 22P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MANUFACTURING OCCUPATIONS; *SHOES; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; UTILITY STITCHERS; HAND SEWERS; BUFFERS; HEEL ATTACHERS; SHOE REPAIRMEN

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT IN THE BOOT AND SHOE MANUFACTURING OCCUPATIONS. THE EXAMPLES PRESENT BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE, INCLUDING: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. SOME OUTLINES ALSO INCLUDE PROPOSED COURSE BUDGETS. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 280 TO 1500 CLOCK HOURS. (AW)

VT 008 988
POLICE SCIENCE PROGRAMS. A DIRECTORY OF DEGREE GRANTING INSTITUTIONS IN THE U.S.

INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, WASHINGTON, D.C.
INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, 1319 18TH STREET, N.W., WASHINGTON, D.C. 20036 (NO CHARGE).
PUB DATE - 67 15P.

DESCRIPTORS - *DIRECTORIES; *COLLEGE PROGRAMS; *POLICE; *LAW ENFORCEMENT

ABSTRACT - THIS DIRECTORY, BASED ON QUESTIONNAIRE DATA AND OTHER INFORMATION GATHERED BY THE INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, INCLUDES 152 ASSOCIATE DEGREE PROGRAMS, 39 BACCALAUREATE DEGREE PROGRAMS, AND 14 MASTER'S DEGREE PROGRAMS. THESE 184 PROGRAMS ARE LISTED BY THE 50 STATES AND GUAM AND THE VIRGIN ISLANDS. ADDRESSES AND DEGREE TITLES ARE INCLUDED. (EM)

VT 009 001
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR THE DRY CLEANING AND LAUNDRY OCCUPATIONS OF DRY CLEANERS, FLATWORK IRONERS, SEAMSTRESS-PRESSERS, AND MACHINE PRESSERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 12P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CLOTHING MAINTENANCE SPECIALISTS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; DRY CLEANERS; FLATWORK IRONERS; SEAMSTRESS PRESSERS; MACHINE PRESSERS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS DRY CLEANERS, FLATWORK IRONERS, SEAMSTRESSES-PRESSERS, AND MACHINE PRESSERS ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 210 TO 940 CLOCK HOURS. (AW)

VT 009 002
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR BRICKLAYERS, TILE SETTERS, AND CEMENT FINISHERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 27P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BRICKLAYERS; *BUILDING TRADES; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS

IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; TILE SETTERS; CEMENT FINISHERS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL, PREAPPRENTICESHIP, AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS BRICKLAYERS, TILE SETTERS, OR CEMENT FINISHERS ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 300 TO 600 CLOCK HOURS. SOME OUTLINES INCLUDE PROPOSED COURSE BUDGETS. (AW)

VT 009 003
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR ALTERATION TAILORS AND SEAMSTRESSES.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 24P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL HOME ECONOMICS; *SEAMSTRESSES; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; ALTERATION TAILORS

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS ALTERATION TAILORS AND SEAMSTRESSES. BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 560 TO 2,600 HOURS. (AW)

VT 009 022
A NEW CRAFT IS BORN; AN APPRENTICESHIP PROGRAM FOR CHEMICAL PROCESS OPERATOR.

UNION CARBIDE CORPORATION, TEXAS CITY, TEX.
PUB DATE - 1JUL68 3P.

DESCRIPTORS - *PROGRAM DESCRIPTIONS; *APPRENTICESHIPS; CHEMISTRY; INDUSTRIAL TRAINING; ON THE JOB TRAINING; ADULT VOCATIONAL EDUCATION; *SCIENCE INSTRUCTION; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - *CHEMICAL PROCESS OPERATOR

ABSTRACT - THE HISTORY, DEVELOPMENT AND CONTENT OF A RECENTLY DEVELOPED APPRENTICESHIP PROGRAM FOR CHEMICAL PROCESS OPERATORS IS DESCRIBED IN THIS BULLETIN. THE 3-YEAR PROGRAM COMBINES 324 HOURS OF CLASSROOM INSTRUCTION AND 6,000 HOURS OF ON-THE-JOB TRAINING. CLASSROOM INSTRUCTION INCLUDES MATHEMATICS, PHYSICS, CHEMISTRY, INSTRUMENTATION, UNIT OPERATION, FLOW-CHART READINGS, CONCEPTS COMPUTERS, RAW MATERIALS AND UTILITIES, OPERATING PROBLEMS, COST OF DOING BUSINESS, AND PREPARATION EQUIPMENT FOR MAINTENANCE. PLANT ENGINEERS, SUPERVISORS AND VETERAN OPERATORS ASSISTED IN THE DEVELOPMENT OF THE CURRICULUM. ON-THE-JOB TRAINING MUST BE IN THREE OF THE FOLLOWING AREAS: MATERIALS HANDLING, THERMAL CRACKING, STEAM GENERATION, CONVERTER OPERATION, POWER GENERATION AND DISTRIBUTION, REACTOR OPERATION, WATER COOLING AND DISTRIBUTION, COMPRESSOR OPERATION, FRACTIONATION-DISTILLATION, OR WATER TREATING. THE TRAINING PROGRAM IS REGISTERED BY THE FEDERAL COMMITTEE ON APPRENTICESHIP OF THE DEPARTMENT OF LABOR. (CH)

VT 009 023
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR AUTOMOBILE MECHANICS, AUTOMOBILE MECHANIC HELPERS, AND AUTOMOBILE SERVICE STATION, MECHANICS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 126P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; FEDERAL PROGRAMS; PROGRAM COSTS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS AUTOMOBILE MECHANICS, AUTOMOBILE MECHANIC HELPERS, AND AUTOMOBILE SERVICE STATION MECHANICS ARE GIVEN. THESE TRAINING PLAN EXAMPLES, PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, PRESENT BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF THE COURSE INCLUDING: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 480 TO 2,600 CLOCK HOURS. (AW)

VT 009 024
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR METAL MACHINE OPERATORS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 107P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND

INDUSTRIAL EDUCATION; *MACHINE TOOL OPERATORS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS METAL MACHINE OPERATORS. BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF THE TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 320 TO 2,000 CLOCK HOURS. (AW)

VT 009 025
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR ELECTRICAL AND GAS APPLIANCE SERVICEMEN.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 36P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL APPLIANCE SERVICEMEN; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS ELECTRICAL AND GAS APPLIANCE SERVICEMEN. BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 270 TO 2,000 CLOCK HOURS. (AW)

VT 009 026
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR FURNITURE AND AUTOMOBILE UPHOLSTERERS AND SLIP COVER SEAMSTRESSES.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 42P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTOMOBILE UPHOLSTERERS; *FURNITURE UPHOLSTERERS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; SLIP COVER SEAMSTRESSES

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS FURNITURE AND AUTOMOBILE UPHOLSTERERS AND SLIP COVER SEAMSTRESSES ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. SOME OUTLINES ALSO INCLUDE PROPOSED COURSE BUDGETS. COURSES RANGE IN LENGTH FROM 480 TO 1,500 CLOCK HOURS. (AW)

VT 009 027
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR MECHANICAL DRAFTSMEN.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 71P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *DRAFTSMEN; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS MECHANICAL DRAFTSMEN. BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. SOME OUTLINES ALSO INCLUDE PROPOSED COURSE BUDGETS. COURSES RANGE IN LENGTH FROM 720 TO 1,600 CLOCK HOURS. (AW)

VT 009 028
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR ELECTRICIANS AND ELECTRONIC MECHANICS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 32P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *ELECTRICAL OCCUPATIONS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; ELECTRONIC MECHANICS

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT

AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS ELECTRICIANS AND ELECTRONIC MECHANICS. BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. SOME OUTLINES ALSO INCLUDE PROPOSED COURSE BUDGETS. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 234 TO 2,100 CLOCK HOURS. (AW)

VT 009 029
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR DESIGNER CRAFTSMEN IN ARTS AND CRAFTS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 21P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *DESIGNERS; *DESIGN CRAFTS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS; HANDICRAFTS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; ARTS AND CRAFTS DESIGNER CRAFTSMEN

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS DESIGNER CRAFTSMEN ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. COURSES RANGE IN LENGTH FROM 1,016 TO 1,584 CLOCK HOURS. (AW)

VT 009 030
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR THE TEXTILE MANUFACTURING OCCUPATIONS OF KNITTING MACHINE OPERATORS, WEAVERS, AND DRAWING-ROVING TENDERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 5P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MANUFACTURING OCCUPATIONS; *TEXTILES; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; KNITTING MACHINE OPERATORS; DRAWING TENDERS; ROVING TENDERS; WEAVERS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS KNITTING MACHINE OPERATORS, WEAVERS, AND DRAWING-ROVING TENDERS ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. COURSES RANGE IN LENGTH FROM 320 TO 480 CLOCK HOURS. (AW)

VT 009 034
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR SHEET METAL WORKERS AND SHEET METAL WORKER HELPERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 34P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SHEET METAL WORKERS; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS SHEET METAL WORKERS AND HELPERS ARE INCLUDED. THEY WERE PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA. BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. SOME OUTLINES ALSO INCLUDE PROPOSED COURSE BUDGETS. COURSES RANGING IN LENGTH FROM 400 TO 1,120 CLOCK HOURS ARE OUTLINED. (AW)

VT 009 052
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR BAKERS AND PASTRY BAKERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 39P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ADULT VOCATIONAL EDUCATION; *FOOD PROCESSING OCCUPATIONS; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS; BAKERS

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS BAKERS. BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVER: (1) MAJOR

UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. SOME OUTLINES ALSO INCLUDE PROPOSED COURSE BUDGETS. COURSES RANGE IN LENGTH FROM 640 TO 1,015 CLOCK HOURS. (AW)

VT 009 166   ED 033 205
WATSON, NELSON A.; WALKER, ROBERT N.
TRAINING POLICE FOR WORK WITH JUVENILES.

INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, WASHINGTON, D.C. RESEARCH AND DEVELOPMENT DIV.
OFFICE OF JUVENILE DELINQUENCY AND YOUTH DEVELOPMENT (DHEW), WASHINGTON, D.C.
PUB DATE -   DEC65 65P.

DESCRIPTORS - *CURRICULUM GUIDES; *POLICE; INSERVICE EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; DELINQUENCY PREVENTION; *DELINQUENCY; LAW ENFORCEMENT; CURRICULUM DEVELOPMENT; ADULT VOCATIONAL EDUCATION; INSTRUCTIONAL MATERIALS; *YOUTH PROBLEMS

ABSTRACT - THIS CURRICULUM GUIDE FOR LAW ENFORCEMENT PERSONNEL IS TO BE USED IN PLANNING A TRAINING SESSION IN LAW ENFORCEMENT. POLICE POLICY, PRACTICE, AND PROCEDURE IN HANDLING JUVENILE CASES ARE COVERED. UNITS ARE: (1) INTRODUCTION, (2) METHODS AND MATERIALS AFFECTING POLICE TRAINING IN JUVENILE RELATIONS, (3) DETERMINING TRAINING NEEDS, INCLUDING ANALYSIS OF CRITICAL INCIDENTS, CITIZEN COMPLAINTS, INSPECTIONS, PERFORMANCE RATINGS, AND COMMUNITY RELATIONS, (4) CURRICULUM DEVELOPMENT, AND (5) SUGGESTED CURRICULUM FOR POLICE TRAINING IN JUVENILE MATTERS. THE TEACHERS SHOULD BE LAW ENFORCEMANT PERSONNEL AND HAVE EXPERIENCE IN LAW ENFORCEMENT AND TRAINING. SUPPLEMENTARY MATERIALS INCLUDE: (1) CURRICULUM SUGGESTIONS FOR TWO WORKSHOPS, (2) TRAINING PROGRAM AND COACHING PROCEDURES, (3) ROLE OF THE POLICE IN JUVENILE DELINQUENCY, (4) SAMPLE LESSON PLAN FORMAT, (5) FILMS FOR USE IN POLICE TRAINING ON JUVENILE MATTERS, AND (6) A BIBLIOGRAPHY. (GR)

VT 009 176
COORDINATED VOCATIONAL-ACADEMIC EDUCATION METAL TRADES PROGRAM. (BASIC METALWORKING, WELDING, SHEET METAL FABRICATING, ORNAMENTAL IRONWORKING).

TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF VOCATIONAL EDUCATION
PUB DATE -   JAN69 94P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL CLUSTERS; *CULTURALLY DISADVANTAGED; SPECIAL EDUCATION; *METAL WORKING OCCUPATIONS; SECONDARY GRADES; *SEMISKILLED OCCUPATIONS

ABSTRACT - COMPILED BY STATE SUPERVISORS OF VOCATIONAL EDUCATION, THIS GUIDE IS FOR TEACHER USE IN PLANNING AND CONDUCTING COORDINATED VOCATIONAL-ACADEMIC PROGRAMS FOR STUDENTS WITH SPECIAL LEARNING PROBLEMS. THE PRIMARY OBJECTIVES OF THIS SUGGESTED OUTLINE FOR A METAL TRADES TRAINING CLUSTER ARE: TO PREPARE CULTURALLY DISADVANTAGED HIGH SCHOOL STUDENTS FOR EMPLOYMENT IN JOBS REQUIRING SEMISKILLED KNOWLEDGE AND TRAINING, AND TO PROVIDE THESE STUDENTS WITH A CURRICULUM WHICH WILL ENABLE THEM TO REACH THEIR MAXIMUM POTENTIAL. INTRODUCTORY UNITS PRESENT GENERAL INFORMATION ON THE PROGRAM, INCLUDING SUGGESTED METHODS OF TEACHING AND EVALUATING STUDENT PROGRESS, AND RECOMMENDED SUPERVISED PRACTICE AND LEARNING EXPERIENCES. A TOPICAL OUTLINE OF THE TRAINING PROGRAM COVERS INFORMATION AND SKILLS TO BE LEARNED, SUGGESTIONS FOR PRESENTING THE MATERIAL, AND SOURCES OF INFORMATION FOR THE TRADES OF WELDING, SHEET METAL FABRICATING, AND ORNAMENTAL IRONWORKING. SUPPLEMENTARY MATERIALS INCLUDE A BIBLIOGRAPHY, LIST OF FILMS AND FILMSTRIPS, EQUIPMENT AND TOOL LIST, INCLUDING COSTS, A SUGGESTED SHOP FLOOR PLAN, AND A FORM FOR TEACHER EVALUATION OF THE PROGRAM. (AW)

VT 009 180
OFFICIAL HANDBOOK.

OHIO ASSOCIATION OF THE VOCATIONAL INDUSTRIAL CLUBS OF AMERICA, COLUMBUS
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($.75).
PUB DATE -   68 91P.

DESCRIPTORS - *STUDENT ORGANIZATIONS; *TRADE AND INDUSTRIAL EDUCATION; *MANUALS; ADMINISTRATOR RESPONSIBILITY; *YOUTH CLUBS; STUDENTS; PARTICIPATION
IDENTIFIERS - VOCATIONAL INDUSTRIAL ARTS CLUBS OF AMERICA; VICA

ABSTRACT - THIS HANDBOOK, WRITTEN BY A COMMITTEE OF SUPERVISORS AND TEACHERS, GIVES DIRECTION TO THE STUDENT MEMBERS OF VOCATIONAL INDUSTRIAL ARTS CLUBS OF AMERICA. FOUR MANUALS COVER MEMBERSHIP, OFFICER DUTIES AND RESPONSIBILITIES, ADVISOR RESPONSIBILITIES, AND CONTEST DESCRIPTION. (GR)

VT 009 230
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR MEAT CUTTERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE -   65 27P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MEAT CUTTER; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA) COURSES DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS MEAT CUTTERS ARE GIVEN. PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MDTA, BRIEF DESCRIPTIVE INFORMATION AND A

TOPICAL OUTLINE OF EACH COURSE INCLUDE: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. THE EXAMPLES OF TRAINING PLAN OUTLINES ILLUSTRATE COURSES RANGING IN LENGTH FROM 480 TO 900 CLOCK HOURS. (AW)

VT 009 284
COMMUNICATIONS VIA OFFSET LITHOGRAPHY.

MAINE STATE DEPT. OF EDUCATION, AUGUSTA. BUREAU OF VOCATIONAL EDUCATION
INDUSTRIAL ARTS EDUCATION, MAINE STATE DEPARTMENT OF EDUCATION, EDUCATION BUILDING, AUGUSTA, MAINE 04330 (NO CHARGE).
PUB DATE - ND 15P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *GRAPHIC ARTS; BIBLIOGRAPHIES; GRADE 12; BEHAVIORAL OBJECTIVES
IDENTIFIERS - MAINE

ABSTRACT - THIS STATE CURRICULUM GUIDE IS FOR TEACHER USE IN COURSE PLANNING FOR GRADE 12 IN INDUSTRIAL ARTS AND VOCATIONAL EDUCATION PROGRAMS. IT WAS DEVELOPED IN A WORKSHOP BY TEACHERS TO PROVIDE SUGGESTIONS FOR LOCAL COURSES OF STUDY. EACH OF THE FOUR STATED OBJECTIVES ARE STATED ACCORDING TO EXPECTED PUPIL BEHAVIORAL CHANGES. ACTIVITIES ARE SUGGESTED TO IMPLEMENT ANTICIPATED CHANGES. CONTENTS INCLUDE A BIBLIOGRAPHY, TOOLS AND EQUIPMENT, MATERIALS AND SUPPLIES, LESSONS TO BE TAUGHT, RELATED LESSONS, TEACHING AIDS OR DEVICES, AND EVALUATION TECHNIQUES. THE RECOMMENDED TIME ALLOTMENT IS 280 MINUTES PER WEEK FOR 36 WEEKS. (GR)

VT 009 289
JOB ANALYSIS, MAN POWER ALLOTMENT AND WORK SCHEDULES: CUSTODIAL TRAINING COURSE. RESOURCE MANUAL.

FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE
SCHOOL PLANT MANAGEMENT SECTION, STATE DEPARTMENT OF EDUCATION, TALLAHASSEE, FLORIDA.
PUB DATE - ND 152P.

DESCRIPTORS - *RESOURCE GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CUSTODIAN TRAINING; *SCHOOL MAINTENANCE; STUDENT EVALUATION; ADULT VOCATIONAL EDUCATION; JOB ANALYSIS; JOB SKILLS; INSERVICE EDUCATION; OCCUPATIONAL INFORMATION; MANPOWER NEEDS; RETRAINING

ABSTRACT - DEVELOPED BY THE FLORIDA STATE DEPARTMENT OF EDUCATION AS PART OF AN OCCUPATIONAL CLUSTER FOR CUSTODIAL TRAINING, THIS RESOURCE MANUAL IS DESIGNED FOR USE IN PLANNING INPLANT TRAINING OR RETRAINING COURSES FOR SCHOOL CUSTODIANS. THE INTRODUCTORY SECTION NOTES RESPONSIBILITIES OF THE COUNTY SUPERINTENDENT AND REASONS FOR RAPID TURNOVER IN CUSTODIAL PERSONNEL, AND STRESSES THE NEED FOR ESTABLISHING CLEARER JOB CLASSIFICATIONS, JOB TITLES, AND SALARY LEVELS FOR CUSTODIAL POSITIONS OF VARYING RESPONSIBILITY. UNIT TOPICS ARE: (1) JOB ANALYSIS, RELATING TO JOB DESCRIPTION AND SPECIFICATION, (2) MANPOWER ALLOTMENT, WHICH DEALS WITH METHODS FOR DETERMINING TIME REQUIRED FOR CUSTODIAL TASKS, (3) CUSTODIAL WORK SCHEDULES, INCLUDING FORMAT EXAMPLES, AND (4) EVALUATION, WHICH INCLUDES BUILDING INSPECTION FORMS AND VARIOUS CHARTS, FORMS, AND CHECK SHEETS FOR RATING CUSTODIAL PERSONNEL. THE PROPOSED PROGRAM IS SUITABLE TO THE SOUTHEASTERN UNITED STATES, AND SHOULD BE TAUGHT BY A SUBJECT MATTER SPECIALIST. (AW)

VT 009 305
TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR INERT GAS, HELIARC, ARC, AND COMBINATION WELDERS.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING
PUB DATE - 65 75P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *WELDING; *ADULT VOCATIONAL EDUCATION; COURSE CONTENT; COURSE ORGANIZATION; PROGRAM COSTS; FEDERAL PROGRAMS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - PREPARED BY TRAINING AGENCIES UNDER PROVISIONS OF THE MANPOWER DEVELOPMENT AND TRAINING ACT (MDTA), THESE EXAMPLES OF TRAINING PLAN OUTLINES FOR ENTRY LEVEL AND REFRESHER MDTA COURSES ARE DESIGNED TO PREPARE TRAINEES FOR EMPLOYMENT AS INERT GAS, HELIARC, ARC, AND COMBINATION WELDERS. BRIEF DESCRIPTIVE INFORMATION AND A TOPICAL OUTLINE OF EACH COURSE COVERS: (1) MAJOR UNITS, (2) CLOCK HOURS, (3) SPECIFIC JOB SKILLS TO BE DEVELOPED, (4) INSTRUCTIONAL MATERIALS, TEACHING AIDS, AND NEW EQUIPMENT, AND (5) EVALUATION OF PROGRESS AND ACHIEVEMENT. SOME OUTLINES ALSO INCLUDE PROPOSED COURSE BUDGETS. COURSES RANGING IN LENGTH FROM 60 TO 1,040 CLOCK HOURS ARE OUTLINED. (AW)

VT 009 330
MCROBBIE, J.M.
YOUR FUTURE AS A DRAFTSMAN.

CALIFORNIA STATE POLYTECHNIC COLL., SAN LUIS OBISPO. DEPT. OF INDUSTRIAL TECHNOLOGY
CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO
VOCATIONAL EDUCATION PRODUCTIONS, CALIFORNIA STATE POLYTECHNIC COLLEGE, SAN LUIS OBISPO, CALIFORNIA 93401 ($9.95 FOR ILLUSTRATED SCRIPT AND FILMSTRIP).
PUB DATE - 68 21P.

DESCRIPTORS - *FILMSTRIPS; *SCRIPTS; *TRADE AND INDUSTRIAL EDUCATION; *DRAFTSMEN; *OCCUPATIONAL INFORMATION; DRAFTING; SECONDARY GRADES; POST SECONDARY GRADES

ABSTRACT - TEACHERS AND STUDENTS IN HIGH SCHOOLS AND JUNIOR COLLEGES MAY USE THIS ILLUSTRATED SCRIPT AND ACCOMPANYING 71-FRAME FILMSTRIP IN VOCATIONAL CLASSES. THE DEVELOPMENT GROUP INCLUDED COLLEGE FACULTY AND HIGH SCHOOL TEACHERS. SUBJECT-MATTER SPECIALISTS AND TEACHERS REVIEWED THE 1- TO 2-HOUR UNIT PRIOR TO ITS PRODUCTION. THE

CONTENT PROVIDES OCCUPATIONAL INFORMATION CONCERNING: (1) WHAT A DRAFTSMAN DOES, (2) WHAT DRAFTING PAYS, (3) WHAT THE WORKING CONDITIONS ARE, (4) PREPARATIONS FOR THE JOB, (5) OPPORTUNITIES FOR PROMOTION, (6) JOB DISADVANTAGES, AND (7) WHY DRAFTSMEN LIKE THEIR JOBS. STUDENTS SHOULD BE OF AVERAGE ABILITY. ADDITIONAL RESOURCE INFORMATION IS DESIRABLE WHEN STUDYING THIS TOPIC. (DM)

VT 009 331
SMITH, NELSON L., III
BASIC ELECTRONIC COMPONENTS: RESISTORS.

CALIFORNIA STATE POLYTECHNIC COLL., SAN LUIS OBISPO. DEPT. OF INDUSTRIAL TECHNOLOGY
CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO
VOCATIONAL EDUCATION PRODUCTIONS, CALIFORNIA STATE POLYTECHNIC COLLEGE, SAN LUIS OBISPO, CALIFORNIA 93401 ($7.50 FOR ILLUSTRATED SCRIPT AND FILMSTRIP).
PUB DATE - 66 15P.

DESCRIPTORS - *FILMSTRIPS; *SCRIPTS; *INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; *ELECTRONICS; ELECTRONIC EQUIPMENT; SECONDARY GRADES; POST SECONDARY GRADES
IDENTIFIERS - *RESISTORS

ABSTRACT - THIS ILLUSTRATED MANUAL AND COMPANION 48-FRAME COLOR FILMSTRIP WAS DEVELOPED FOR USE BY VOCATIONAL TEACHERS WITH STUDENTS OF AVERAGE ABILITY IN HIGH SCHOOLS AND JUNIOR COLLEGES. THE CONTENT WAS REVIEWED BY TEACHERS AND SUBJECT-MATTER SPECIALISTS AFTER BEING DEVELOPED BY COLLEGE FACULTY AND HIGH SCHOOL TEACHERS. THIS MATERIAL, WHICH WAS DESIGNED FOR USE IN ONE OR TWO CLASS PERIODS, DESCRIBES THE TYPES OF RESISTORS, HOW RESISTORS ARE MADE, AND WHAT THEY DO. STANDARD TEXTBOOKS SHOULD BE USED TO SUPPLEMENT THE SLIDE-FILM PRESENTATION. (DM)

VT 009 343
GRAY, DAVIS A.
HANDBOOK OF COAXIAL MICROWAVE MEASUREMENTS.

GENERAL RADIO COMPANY, WEST CONCORD, MASS.
GENERAL RADIO COMPANY, WEST CONCORD, MASSACHUSETTS 01781 ($2.00).
PUB DATE - 68 163P.

DESCRIPTORS - *TECHNICAL EDUCATION; *ELECTRONICS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; ELECTRONIC EQUIPMENT; REFERENCE BOOKS; *SUPPLEMENTARY TEXTBOOKS

ABSTRACT - THIS HANDBOOK HAS BEEN WRITTEN FOR STUDENTS AS AN INTRODUCTION TO LABORATORY PROCEDURES, FOR TECHNICIANS WHO ARE WORKING WITH COAXIAL INSTRUMENTS AND COMPONENTS, AND FOR SCIENTISTS AND ENGINEERS FROM OTHER FIELDS WHO MUST MAKE MICROWAVE MEASUREMENTS IN THE COURSE OF THEIR RESEARCH. THE CHAPTERS ARE ENTITLED: (1) INTRODUCTION TO COAXIAL TRANSMISSION LINES, (A) TRAVELING WAVES, (B) STANDING WAVES, (2) THE SMITH CHART, (3) TWO-PORTS AND DISCONTINUITIES, (4) SOME THEORETICAL BACKGROUND, AND (5) BASIC MEASUREMENT METHODS AND PROCEDURES. THE DOCUMENT IS PRINTED AND ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. SUPPLEMENTARY MATERIAL INCLUDES A TABLE OF SYMBOLS AND WORD INDEX. (GR)

VT 009 344
PETERSON, ARNOLD P.G.; GROSS, ERVIN, JR.
HANDBOOK OF NOISE MEASUREMENT.

GENERAL RADIO COMPANY, WEST CONCORD, MASS.
GENERAL RADIO COMPANY, WEST CONCORD, MASSACHUSETTS 01781 ($2.00).
PUB DATE - 67 286P.

DESCRIPTORS - *TECHNICAL EDUCATION; *MEASUREMENT INSTRUMENTS; EQUIPMENT UTILIZATION; BIBLIOGRAPHIES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC EQUIPMENT; *SUPPLEMENTARY TEXTBOOKS
IDENTIFIERS - *NOISE MEASUREMENT

ABSTRACT - THIS HANDBOOK IS DESIGNED TO CLARIFY THE TERMINOLOGY AND DEFINITIONS USED IN NOISE MEASUREMENT, DESCRIBE MEASURING INSTRUMENTS AND THEIR USE, AID THE USER IN SELECTING PROPER MEASURING EQUIPMENT, AND SHOW HOW MEASUREMENTS CAN BE INTERPRETED TO SOLVE TYPICAL PROBLEMS. THE CHAPTERS ARE ENTITLED: (1) INTRODUCTION, (2) WHAT ARE NOISE AND VIBRATION, (3) WHAT NOISE AND VIBRATION DOES AND HOW MUCH IS ACCEPTABLE, (4) INSTRUMENTATION FOR NOISE AND VIBRATION, (5) WHAT NOISE AND VIBRATION MEASUREMENTS SHOULD BE MADE, (6) TECHNIQUES, PRECAUTIONS AND CALIBRATIONS, (7) NOISE AND VIBRATION CONTROL, AND (8) SOME CASE HISTORIES. APPENDIXES INCLUDE TABLES, DEFINITIONS OF NOISE TERMS, REFERENCES AND STANDARDS, AND A CATALOG SECTION ON MEASURING INSTRUMENTS AND ACCESSORIES. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. (GR)

VT 009 345
MINOR MAINTENANCE: CUSTODIAL TRAINING COURSE. A RESOURCE MANUAL.

FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE
SCHOOL PLANT MANAGEMENT SECTION, FLORIDA STATE DEPARTMENT OF EDUCATION, TALLAHASSEE, FLORIDA.
PUB DATE - ND 198P.

DESCRIPTORS - *RESOURCE GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CUSTODIAN TRAINING; *SCHOOL MAINTENANCE; *INPLANT PROGRAMS; ADULT VOCATIONAL EDUCATION; RETRAINING; JOB SKILLS; RESOURCE MATERIALS

ABSTRACT - DESIGNED AS PART OF AN OCCUPATIONAL CLUSTER FOR CUSTODIAL TRAINING IN THE SOUTHEASTERN UNITED STATES, THIS RESOURCE MANUAL IS FOR USE IN PLANNING IN-PLANT TRAINING OR RETRAINING COURSES FOR SCHOOL CUSTODIANS. THIS MATERIAL IS CONCERNED WITH MINOR MAINTENANCE, OR THE BRANCH OF CUSTODIAL TRAINING RELATING TO SCHOOL MAINTENANCE REQUIRING IMMEDIATE ATTENTION, SUCH AS BROKEN WINDOWS OR MAKING MINOR FURNITURE REPAIRS, BUT NOT REQUIRING THE SERVICES OF A SPECIALIST IN A PARTICULAR FIELD OR MAJOR CONSTRUCTION. THE CONTENT INCLUDES UNITS ON: (1) ELECTRICAL, (2) CARPENTRY, (3) PLUMBING, (4) PAINTING, AND (5) MASONRY, AS WELL AS A SECTION ON

"MISCELLANEOUS INFORMATION AND HELPFUL HINTS," SUCH AS TROUBLESHOOTING ON FLUORESCENT LAMPS. EACH UNIT CONTAINS DEFINITIONS, PROCEDURES, AND TOOLS AND EQUIPMENT NECESSARY FOR THE VARIOUS TASKS COVERED. THE MATERIAL SHOULD BE TAUGHT BY SUBJECT MATTER SPECIALISTS. (AW)

VT 009 362
ON MANAGEMENT TRAINING AND DEVELOPMENT. RECOMMENDATION 16.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, 30 MILLBANK, LONDON, S.W.1, ENGLAND.
PUB DATE - DEC68 21P.

DESCRIPTORS - *PROGRAM GUIDES; *MANAGERIAL OCCUPATIONS; ADMINISTRATIVE PERSONNEL; EDUCATIONAL PROGRAMS; ON THE JOB TRAINING; *MANAGEMENT EDUCATION; ELECTRICAL OCCUPATIONS; *TRADE AND INDUSTRIAL EDUCATION; MANAGEMENT DEVELOPMENT; *FOREIGN COUNTRIES
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS PROGRAM GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18. IT WAS DESIGNED TO PROVIDE INFORMATION ON MANAGEMENT TRAINING AND DEVELOPMENT FOR THE IMPROVEMENT OF PERFORMANCE OF PRESENT MANAGERS AND THE DEVELOPMENT OF YOUNGER STAFF MEMBERS. SECTIONS ARE: (1) INTRODUCTION, (2) SCOPE, (3) FEATURES OF MANAGEMENT TRAINING AND DEVELOPMENT SCHEMES, (4) RESPONSIBILITY FOR MANAGEMENT TRAINING AND DEVELOPMENT, (5) ASSESSMENT OF MANAGERIAL MANPOWER REQUIREMENTS, (6) JOB REQUIREMENTS, (7) RECRUITMENT, (8) SELECTION FOR TRAINING, (9) APPRAISAL, (10) PROGRAMS OF TRAINING AND DEVELOPMENT, (11) INITIAL STAGE OF DEVELOPMENT, (12) TRAINING ASPECTS, (13) TRANSITION TO MANAGEMENT STAGE, (14) TRAINING ASPECTS, (15) EDUCATIONAL ASPECTS, (16) FURTHER DEVELOPMENT, (17) SENIOR MANAGEMENT, (18) TRAINING ASPECTS, (19) EDUCATIONAL ASPECTS, (20) EVALUATION AND FEEDBACK, AND (21) REVIEW OF MANAGEMENT TRAINING SCHEMES. (GR)

VT 009 366
THE TRAINING OF MATES AS LINESMEN (STEEL TOWER LINES). RECOMMENDATION 15.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, 30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - OCT68 19P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; EDUCATIONAL PROGRAMS; *PROGRAM GUIDES; *ELECTRICAL OCCUPATIONS; *FOREIGN COUNTRIES
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18 TO RECOMMEND TRAINING PROGRAMS IN ELECTRICAL OCCUPATIONS. IT IS DESIGNED TO PROVIDE A UNIFORM TRAINING PROCEDURE FOR THE TRAINING OF MATES AS LINESMEN (STEEL TOWER LINES). SECTIONS ARE: (1) INTRODUCTION, (2) AIMS, (3) SOURCE OF MEN FOR TRAINING, (4) PATTERN AND CONTENT OF TRAINING, (5) PRACTICAL PROGRAM, (6) ASSOCIATED THEORY AND RELATED KNOWLEDGE, AND (7) MONITORING OF TRAINING. APPENDIXES CONTAIN THE DESCRIPTIONS OF TWO FORMAL COURSES WITH ASSOCIATED THEORY AND RELATED KNOWLEDGE CONTENT AND DESCRIPTIONS OF TWO ON-JOB TRAINING COURSES. (GR)

VT 009 367
MONITORING OF ON-JOB TRAINING OF CRAFT APPRENTICES IN ELECTRICITY BOARDS CONCERNED WITH GENERATION. RECOMMENDATION 14.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, 30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - SEP68 5P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *PROGRAM GUIDES; *FOREIGN COUNTRIES; EDUCATIONAL PROGRAMS; SKILLED OCCUPATIONS; ELECTRICITY; *APPRENTICESHIPS; ON THE JOB TRAINING
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18 RECOMMENDATIONS. IT IS CONCERNED WITH THE MONITORING OF ON-JOB TRAINING OF CRAFT APPRENTICES. MAJOR FEATURES INCLUDE: INTRODUCTION, SUPERVISION AND ADMINISTRATION DURING ON-JOB TRAINING, AND CHECKING PROGRESS OF CRAFT APPRENTICES. (GR)

VT 009 368
THE TRAINING OF OPERATIVES IN ELECTRICITY BOARDS CONCERNED WITH DISTRIBUTION. RECOMMENDATION 13.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, 30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - SEP68 22P.

DESCRIPTORS - *PROGRAM GUIDES; *APPRENTICESHIPS; ELECTRICITY; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; EDUCATIONAL PROGRAMS; *FOREIGN COUNTRIES; SEMISKILLED OCCUPATIONS; ON THE JOB TRAINING
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS GUIDE WAS DESIGNED AS ONE OF A GROUP OF 18. CONCERNED WITH THE TRAINING OF OPERATIVES, MAJOR FEATURES ARE: (1) OCCUPATIONAL DESCRIPTION, (2) OBJECTIVES, (3) RECRUITMENT, (4) PATTERN OF TRAINING, (5) INDUCTION AND INTRODUCTORY TRAINING, (6) SPECIALIZED TRAINING, (7) ASSOCIATED THEORY AND RELATED KNOWLEDGE, AND (8) MONITORING OF TRAINING. THE TRAINING COURSES OUTLINED WITHIN THE APPENDIXES ARE: (1) INTRODUCTORY COURSE, (2) TRAINING FOR METER READERS, (3) TRAINING FOR STOREKEEPERS, (4) TRAINING FOR PUBLIC LIGHTING ATTENDANTS, AND (5) TRAINING FOR METER FIXERS. THE TRAINING PROGRAMS ARE DESIGNED TO COMBINE FORMAL INSTRUCTION AND

ON-JOB TRAINING. SUGGESTED TIME ALLOTMENTS ARE INCLUDED. (GR)

VT 009 369
THE TRAINING OF TRAINING OFFICERS.
RECOMMENDATION 12.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - SEP68 32P.

DESCRIPTORS - INSTRUCTIONAL STAFF; ADMINISTRATIVE PERSONNEL; *FOREIGN COUNTRIES; OCCUPATIONAL INFORMATION; *TRADE AND INDUSTRIAL TEACHERS; JOB SKILLS; *TEACHER EDUCATION; *ELECTRICAL OCCUPATIONS; *PROGRAM GUIDES
IDENTIFIERS - ENGLAND

ABSTRACT - THIS GUIDE IS CONCERNED WITH THE EDUCATION OF TRAINING OFFICERS. IT WAS DEVELOPED AS ONE OF A GROUP OF 18 TO RECOMMEND VOCATIONAL EDUCATION PROGRAMS IN ELECTRICAL OCCUPATIONS. THE MAJOR FEATURES ARE: (1) INTRODUCTION, (2) THE TRAINING FUNCTIONS IN THE ELECTRICITY SUPPLY INDUSTRY, (3) IDENTIFYING TRAINING NEEDS AND PRIORITIES, (4) FORMULATING TRAINING PLANS, (5) THE IMPLEMENTATION AND ADMINISTRATION OF TRAINING, (6) EVALUATION OF TRAINING, (7) THE WORK OF TRAINING OFFICERS IN THE ELECTRICITY SUPPLY INDUSTRY, (8) BASIC SKILLS AND KNOWLEDGE, (9) TRAINING CONTENT, (10) GENERAL SUBJECTS, (11) TRAINING SUBJECTS, (12) RECRUITMENT AND SELECTION, (13) TRAINING OF TRAINING OFFICERS, (14) SELECTION OF EXTERNAL COURSES, AND (15) CAREER DEVELOPMENT. TYPICAL JOB DESCRIPTIONS OF (1) AN EDUCATION AND TRAINING OFFICER, (2) AREA TRAINING OFFICERS AND ASSISTANT TRAINING OFFICERS HEADQUARTERS (GENERAL), (3) AN ASSISTANT TRAINING OFFICER HEADQUARTERS (SPECIALIST), (4) A TRAINING CENTER SUPERVISOR, AND (5) A TRAINING ENGINEER (CEGB) IN THE ELECTRICITY SUPPLY INDUSTRY ARE INCLUDED WITHIN THE APPENDIXES. (GR)

VT 009 370
ON INDUSTRIAL STAFF TRAINEESHIPS.
RECOMMENDATION 9.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - APR69 14P.

DESCRIPTORS - *PROGRAM GUIDES; *STAFF IMPROVEMENT; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; TECHNICAL EDUCATION; EDUCATIONAL PROGRAMS; ELECTRICAL OCCUPATIONS; *INSERVICE EDUCATION; ENGINEERING; *FOREIGN COUNTRIES
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18 TO PROVIDE TRAINING RECOMMENDATIONS FOR ELECTRICAL OCCUPATIONS. PRINCIPAL FEATURES ARE: (1) OBJECTIVES, (2) ENTRY STANDARDS, (3) PRACTICAL TRAINING, (4) SUPERVISION AND PROGRESS, AND (5) DURATION. TRAINING PROGRAM OUTLINES FOR GENERATION ENGINEERS, TRANSMISSION ENGINEERS, AND DISTRIBUTION ENGINEERS HAVE BEEN INCLUDED ALONG WITH A TIME SCHEDULE FOR EACH MAJOR TOPIC OF DISCUSSION. (GR)

VT 009 371
THE TRAINING OF JOINTERS AS JOINTERS (EXTRA HIGH TENSION). RECOMMENDATION 8.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - APR68 13P.

DESCRIPTORS - ADULT VOCATIONAL EDUCATION; *FOREIGN COUNTRIES; *APPRENTICESHIPS; *ELECTRICAL OCCUPATIONS; *TRADE AND INDUSTRIAL EDUCATION; ON THE JOB TRAINING; EDUCATIONAL PROGRAMS; *PROGRAM GUIDES
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18. TOPICS INCLUDED ARE: (1) AIMS, (2) SOURCE OF MEN FOR TRAINING, (3) PATTERN AND CONTENT OF TRAINING, (4) PRACTICAL PROGRAMME, (5) ASSOCIATED THEORY, AND (6) MONITORING OF TRAINING. THE DESCRIPTIONS FOR TWO COURSES OF FORMAL INSTRUCTION, INCLUDING THE ASSOCIATED THEORY, AND TWO PERIODS OF ON-JOB TRAINING ARE OUTLINED. (GR)

VT 009 372
THE TRAINING OF MATES AS JOINTERS.
RECOMMENDATION 7.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - APR68 18P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *APPRENTICESHIPS; SKILLED OCCUPATIONS; PROGRAM DESIGN; ON THE JOB TRAINING; *PROGRAM GUIDES; CURRICULUM GUIDES; *FOREIGN COUNTRIES; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - ENGLAND

ABSTRACT - THIS GUIDE IS CONCERNED WITH THE TRAINING OF MATES AS JOINTERS. IT IS ONE OF 18 DEVELOPED BY THE ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD. THE MAJOR UNITS INCLUDE: (1) INTRODUCTION, (2) AIMS, (3) SOURCE OF MEN FOR TRAINING, (4) PRACTICAL PROGRAMME, (5) ASSOCIATED THEORY, (6) MONITORING OF TRAINING, AND (7) FURTHER TRAINING TO JOINTER. TWO FORMAL COURSE OUTLINES, PLUS ASSOCIATED THEORETICAL CONCEPTS AND AN ON-JOB TRAINING COURSE OUTLINE ARE DESCRIBED WITHIN THE APPENDIX. (GR)

VT 009 373
THE TRAINING OF MATES AS LINESMEN (WOOD-POLE). RECOMMENDATION 6.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,

LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - APR68 15P.

DESCRIPTORS - *APPRENTICESHIPS; *PROGRAM GUIDES; ON THE JOB TRAINING; EDUCATIONAL PROGRAMS; ADULT VOCATIONAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; *FOREIGN COUNTRIES
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18 CONCERNED WITH THE TRAINING OF PERSONNEL FOR ELECTRICAL OCCUPATIONS. IT CONTAINS INFORMATION UNDER HEADINGS OF: (1) INTRODUCTION, (2) AIMS, (3) SOURCE OF MEN FOR TRAINING, (4) PATTERN AND CONTENT OF TRAINING, (5) PRACTICAL PROGRAMME, (6) ASSOCIATED THEORY, (7) MONITORING OF TRAINING, AND (8) FURTHER TRAINING. INCLUDED WITHIN THE APPENDIXES ARE TWO PROPOSED PROGRAMS, ONE FOR FORMAL TRAINING WHICH INCLUDES THE STUDY OF ASSOCIATED THEORY INTEGRATED WITH PRACTICAL WORK, AND A SECOND FOR ON-JOB TRAINING OF MATES AS LINEMEN. (GR)

VT 009 374
THE TRAINING OF CRAFT APPRENTICES. RECOMMENDATION 1.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - DEC67 12P.

DESCRIPTORS - *APPRENTICESHIPS; *ELECTRICAL OCCUPATIONS; *TRADE AND INDUSTRIAL EDUCATION; *SKILLED OCCUPATIONS; PROGRAM GUIDES; *FOREIGN COUNTRIES; EDUCATIONAL PROGRAMS
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS GUIDE OUTLINES A PROGRAM FOR THE EDUCATION AND TRAINING OF CRAFT APPRENTICES IN ELECTRICITY SUPPLY. THE PRINCIPAL FEATURES ARE: (1) AIMS, (2) RECRUITMENT, (3) INDENTURES, (4) EDUCATION, (5) TRAINING, (6) TESTS AND APPRAISALS, AND (7) DURATION. (GR)

VT 009 375
THE TRAINING OF INSTRUCTORS. RECOMMENDATION 2.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - JUN68 23P.

DESCRIPTORS - WORKSHOPS; *PROGRAM GUIDES; *FOREIGN COUNTRIES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *TRADE AND INDUSTRIAL EDUCATION; ELECTRICAL OCCUPATIONS
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18 DESIGNED TO PROVIDE A UNIFORM PROCEDURE FOR THE TRAINING OF INSTRUCTORS IN PRACTICAL TRAINING WORKSHOPS. GUIDE CONTENT INCLUDES: (1) INSTRUCTORS AND THEIR WORK, (2) INSTRUCTOR STANDARDS AND SOURCES OF RECRUITMENT, (3) SENIOR INSTRUCTOR, (4) SELECTION, (5) INDUCTION, (6) TRAINING, (7) PROGRAMS FOR INSTRUCTORS, (8) SYLLABUS OF THE INDUSTRY'S COURSE, (9) STUDY TOPICS, (10) PROGRAMME FOR SENIOR INSTRUCTORS, AND (11) ADMINISTRATION AND STAFFING OF COURSES. THE THREE LEVELS AND SPECIFIC DUTIES OF INSTRUCTORS ARE DEFINED. (GR)

VT 009 376
CRAFT APPRENTICE TRAINING PROGRAMMES FOR ELECTRICIANS, ELECTRICAL FITTERS, AND METER MECHANICIANS IN ELECTRICITY BOARDS CONCERNED WITH DISTRIBUTION.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - SEP68 40P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; EDUCATIONAL PROGRAMS; *FOREIGN COUNTRIES; *APPRENTICESHIPS
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS PROGRAM GUIDE CONTAINS RECOMMENDATIONS FOR TRAINING CRAFT APPRENTICES IN ELECTRICITY BOARDS RESPONSIBLE FOR ELECTRICAL DISTRIBUTION. IT COVERS THE FOLLOWING TRADES: ELECTRICIANS, ELECTRICAL FITTERS, AND METER MECHANICIANS. THE PROGRAMS COMPRISE THREE PARTS: FORMAL TRAINING, ON-JOB TRAINING, AND AN EDUCATIONAL COURSE. THE FORMAL TRAINING CONSISTS OF INSTRUCTION IN THE USE OF TOOLS, MEASURING DEVICES AND MATERIALS COMMONLY EMPLOYED IN CRAFTS IN THE ELECTRICITY SUPPLY INDUSTRY AND SIMULATED TRAINING. PROGRAMS OF TRAINING HAVE BEEN DESIGNED SEPARATELY FOR EACH TRADE. TRAINING FOR WORK IN RELATED TRADES IS COVERED. PROVISION IS MADE IN ALL PROGRAMS FOR INSTRUCTION IN FIRST AID, ACCIDENT PREVENTION, AND SAFE WORKING METHODS. A GLOSSARY OF EDUCATION AND TRAINING TERMS USED IN ALL PROGRAMS IS APPENDED. (GR)

VT 009 377
CRAFT APPRENTICE TRAINING PROGRAMMES FOR MECHANICAL FITTERS, ELECTRICAL FITTERS, AND INSTRUMENT MECHANICS IN ELECTRICITY BOARDS CONCERNED WITH GENERATION.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - JUL69 63P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL OCCUPATIONS; ELECTRICITY; SKILLED OCCUPATIONS; EDUCATIONAL PROGRAMS; *FOREIGN COUNTRIES; *APPRENTICESHIPS; ON THE JOB TRAINING
IDENTIFIERS - ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD; ENGLAND; MECHANICAL FITTERS;

INSTRUMENT MECHANICS

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18. IT IS DESIGNED TO OUTLINE PROGRAMS RELEVANT TO THE TRAINING OF CRAFT APPRENTICES IN ELECTRICITY BOARDS CONCERNED WITH GENERATION AND COVERS THE FOLLOWING TRADES: MECHANICAL FITTERS, ELECTRICAL FITTERS, AND INSTRUMENT MECHANICS. THE PROGRAMS COMPRISE THREE PARTS: FORMAL TRAINING, ON-JOB TRAINING, AND AN EDUCATION COURSE. THE FORMAL TRAINING CONSISTS OF INSTRUCTION IN THE USE OF TOOLS, MEASURING DEVICES AND MATERIALS COMMONLY EMPLOYED IN CRAFTS IN THE ELECTRICITY SUPPLY INDUSTRY, AND SIMULATED TRAINING. TRAINING PROGRAMS ARE OUTLINED FOR EACH TRADE. WORK IN RELATED TRADES IS COVERED. PROVISION IS MADE IN ALL PROGRAMS FOR INSTRUCTION IN FIRST AID, ACCIDENT PREVENTION, AND SAFE WORKING METHODS. A GLOSSARY OF EDUCATION AND TRAINING TERMS USED IN ALL PROGRAMS IS INCLUDED. (GR)

VT 009 378
THE TRAINING OF JOINTERS AND LINESMEN'S MATES IN ELECTRICITY BOARDS CONCERNED WITH DISTRIBUTION. RECOMMENDATION 18.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - NOV68 13P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; EDUCATIONAL PROGRAMS; *ELECTRICAL OCCUPATIONS; *PROGRAM GUIDES; *FOREIGN COUNTRIES; ON THE JOB TRAINING
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18 WHICH WERE DESIGNED TO PROVIDE INFORMATION ON THE TRAINING OF JOINTERS AND LINESMEN'S MATES IN ELECTRICITY BOARDS CONCERNED WITH DISTRIBUTION. THE RECOMMENDATIONS COVER: (1) OCCUPATIONAL DESCRIPTION, (2) OBJECTIVES, (3) RECRUITMENT, (4) PATTERN OF TRAINING, (5) INDUCTION AND INTRODUCTORY TRAINING, (6) ASSOCIATED THEORY AND RELATED KNOWLEDGE, (7) MONITORING OF TRAINING, AND (8) FURTHER TRAINING. AN INTRODUCTORY AND TWO FORMAL TRAINING COURSE DESCRIPTIONS ARE APPENDED. (GR)

VT 009 379
THE TRAINING OF STUDENT ENGINEERING APPRENTICES. RECOMMENDATION 5.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - APR68 22P.

DESCRIPTORS - *APPRENTICESHIPS; *TECHNICAL EDUCATION; *ELECTRICAL OCCUPATIONS; *ENGINEERING; EDUCATIONAL PROGRAMS; *FOREIGN COUNTRIES
IDENTIFIERS - ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD; ENGLAND

ABSTRACT - THIS GUIDE WAS DEVELOPED AS ONE OF A GROUP OF 18 CONCERNED WITH THE TRAINING OF PERSONNEL FOR ELECTRICAL OCCUPATIONS. THE PRINCIPAL FEATURES OF THIS GUIDE ARE: (1) AIMS, (2) ENTRY QUALIFICATIONS, (3) TRAINING, (4) TECHNICAL EDUCATION, (5) APPRENTICESHIP, AND (6) SUPERVISION. A TRAINING PROGRAM DESCRIPTION FOR GENERATION ENGINEERS, TRANSMISSION ENGINEERS, AND DISTRIBUTION ENGINEERS IS INCLUDED FOR EACH OF THE FOLLOWING CATEGORIES: STUDENT ENGINEERING APPRENTICES FOLLOWING FULL-TIME ACADEMIC COURSES OF "THICK" SANDWICH PATTERN, STUDENT ENGINEERING APPRENTICES FOLLOWING "THIN" SANDWICH COURSES, AND STUDENT ENGINEERING APPRENTICES FOLLOWING PART-TIME OR BLOCK-RELEASE COURSES. (GR)

VT 009 380
THE TRAINING OF SUPERVISORS. RECOMMENDATION 10.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD,
30 MILLBANK, LONDON, S.W. 1, ENGLAND.
PUB DATE - APR68 11P.

DESCRIPTORS - *PROGRAM GUIDES; EDUCATIONAL PROGRAMS; ADULT VOCATIONAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *FOREIGN COUNTRIES; *SUPERVISORS; *SUPERVISORY TRAINING
IDENTIFIERS - ENGLAND; ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD

ABSTRACT - THIS GUIDE IS CONCERNED WITH THE TRAINING OF SUPERVISORS. IT WAS DEVELOPED AS ONE OF A GROUP OF 18 TO RECOMMEND TRAINING PROGRAMS FOR ELECTRICAL OCCUPATIONS. INCLUDED ARE SUCH MAJOR TOPICS AS: (1) OBJECTIVES, (2) ASSESSMENT OF TRAINING NEEDS, (3) PLANNING THE TRAINING PROGRAMME, (4) FORMAL PROGRAMMES WITHIN THE INDUSTRY, (5) LOCAL TRAINING, (6) EXTERNAL COURSES, (7) EVALUATION, (8) ADMINISTRATION OF TRAINING, AND (9) CAREER DEVELOPMENT. (GR)

VT 009 413
DESIGN AND CONTROL OF CONCRETE MIXTURES.

PORTLAND CEMENT ASSOCIATION, SKOKIE, ILL.
PORTLAND CEMENT ASSOCIATION, SUITE 409, 601
ROCKWELL AVENUE, CLEVELAND, OHIO 44114.
PUB DATE - JUL68 119P.

DESCRIPTORS - RESOURCE MATERIALS; *SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; TECHNICAL EDUCATION; *CEMENT INDUSTRY; BUILDING TRADES; *CONSTRUCTION INDUSTRY; *BUILDING MATERIALS; ARCHITECTS; ENGINEERS
IDENTIFIERS - READY MIX CONCRETE

ABSTRACT - DEVELOPED AND REVISED BY THE PORTLAND CEMENT ASSOCIATION AND TESTED BY SOME 300 ENGINEERS, THIS BOOKLET IS DESIGNED TO SUPPLY THE MOST CURRENT INFORMATION AVAILABLE ON DESIGN AND CONTROL OF CONCRETE MIXTURES TO ALL USERS OF CONCRETE. RECOMMENDED AS RESOURCE MATERIAL FOR ARCHITECTS, ENGINEERS, AND CONTRACTORS IN WRITING SPECIFICATIONS FOR "READY-MIX" CONCRETE PRODUCERS, THE CONTENTS INCLUDE

CHAPTERS ON: (1) FUNDAMENTAL FACTS ABOUT CONCRETE, (2) PORTLAND CEMENTS, (3) MIXING WATER FOR CONCRETE, (4) AGGREGATES FOR CONCRETE, (5) AIR-ENTRAINED CONCRETE, (6) ADMIXTURES FOR CONCRETE, (7) PROPORTIONING CONCRETE MIXTURES, (8) HOT-WEATHER CONCRETING, (11) COLD-WEATHER CONCRETING, (12) VOLUME CHANGES OF CONCRETE, (13) STRUCTURAL LIGHTWEIGHT CONCRETE, (14) CONTROL TESTS FOR QUALITY CONCRETE, (15) SPECIAL TYPES OF CONCRETE, AND (16) SUGGESTED SPECIFICATIONS FOR PLAIN AND REINFORCED CONCRETE. SUPPLEMENTARY MATERIALS INCLUDE A WEIGHTS AND MEASURES CONVERSION TABLE AND SELECTED REFERENCES LISTED FOR EACH CHAPTER. (AW)

VT 009 415
CONCRETE TECHNOLOGY: INSTRUCTOR'S GUIDE.

PORTLAND CEMENT ASSOCIATION, CHICAGO, ILL.
NATIONAL READY MIXED CONCRETE ASSOCIATION, SILVER SPRING, MD.
PORTLAND CEMENT ASSOCIATION, SUITE 409, 601 ROCKWELL AVENUE, CLEVELAND, OHIO 44114 ($1.13).
PUB DATE - 65 260P.

DESCRIPTORS - *TEACHING GUIDES; *CURRICULUM GUIDES; SUPPLEMENTARY TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *CEMENT INDUSTRY; *BUILDING TRADES

ABSTRACT - A COOPERATIVE EFFORT OF THE PORTLAND CEMENT ASSOCIATION AND THE NATIONAL READY MIXED CONCRETE ASSOCIATION, THIS INSTRUCTOR'S GUIDE IS FOR USE IN PLANNING AND IMPLEMENTING VOCATIONAL AND PRE-APPRENTICESHIP TRAINING FOR ALL LEVELS FROM ELEMENTARY SCHOOL THROUGH ADULT EDUCATION. THE OCCUPATIONAL FOCUS IS ON THE CEMENT MASON AND RELATED BUILDING TRADES. THE CONTENT IS DIVIDED INTO 21 UNITS, EACH COVERING A PARTICULAR PHASE OF CONCRETE TECHNOLOGY. EACH UNIT CONTAINS TWO PARTS, OF WHICH PART I, THE INSTRUCTOR'S GUIDE, CONTAINS A CLEARLY STATED OBJECTIVE, INTRODUCTORY INFORMATION, PRESENTATION OUTLINE, APPLICATION SUGGESTIONS, AND TEST QUESTIONS OR DISCUSSION POINTS. PART II OF EACH UNIT IS THE TEXT MATERIAL FROM WHICH THE INSTRUCTOR'S GUIDE HAS BEEN DEVELOPED, AND COVERS THE TEACHING OUTLINE IN DETAIL. SOME OF THE TOPICS COVERED IN THE 80-HOUR COURSE ARE: (1) JOB OPPORTUNITIES, (2) HISTORY AND USES OF CONCRETE, (3) COMPONENTS OF CONCRETE, (4) CONCRETE PLACING, CURING, FINISHING, AND TESTING, (5) TOOLS AND RELATED MATERIALS, (6) JOB ESTIMATE, (7) REINFORCING CONCRETE, AND (8) WEATHER CONDITIONS AND CONCRETE. SUPPLEMENTARY MATERIALS INCLUDE REFERENCE AND FILM LISTS. AN ACCOMPANYING STUDENT MANUAL IS AVAILABLE FROM DELMAR PUBLISHERS, INC., MOUNTAINVIEW AVENUE, ALBANY, NEW YORK 10005. PRICES AND INFORMATION ON THE MANUAL MAY BE OBTAINED BY WRITING TO THEM. (AW)

VT 009 582
FLIGHT MANEUVERS MANUAL FOR INSTRUCTORS AND STUDENTS.

HALDON BOOKS, INC., PALATINE, ILL.
AVIATION BOOK COMPANY, 565 1/2 WEST GLENOAKS BLVD., GLENDALE, CALIFORNIA 91202 ($4.95).
PUB DATE - 69 154P.

DESCRIPTORS - RESOURCE MATERIALS; *FLIGHT TRAINING; *AIRCRAFT PILOTS; *INSTRUCTIONAL MATERIALS; *SUPPLEMENTARY TEXTBOOKS; MANUALS; AVIATION VOCABULARY; *TECHNICAL EDUCATION

ABSTRACT - FOR USE BY FLIGHT TRAINING INSTRUCTORS AND STUDENTS, THIS MANUAL IS DESIGNED TO: (1) AID THE STUDENT IN UNDERSTANDING THOROUGHLY THE BASIC PARTS OF A FLIGHT MANEUVER, (2) PROVIDE A FOUNDATION FOR FURTHER FORMAL TRAINING FOR COMMERCIAL OR INSTRUMENT RATING, AND (3) CREATE A MORE COMPETENT AND SAFER PILOT. ALTHOUGH PRIMARILY INTENDED FOR USE DURING ACTUAL FLIGHT INSTRUCTION, THE MANUAL SHOULD BE USED DURING THE PRE-FLIGHT PERIOD TO INTRODUCE THE BEGINNING STUDENT TO EACH NEW MANEUVER. THE MANEUVERS HAVE BEEN BROKEN DOWN INTO PARTS WHICH INCLUDE THE PHYSICAL ASPECTS OF THE SKILL TO BE DEVELOPED, AND ARE PRESENTED BY VISUAL ILLUSTRATIONS FOR EASE IN LEARNING. SOME OF THE 28 MANEUVERS COVERED ARE: (1) PREFLIGHT OPERATIONS, (2) TAXIING AND TAKEOFF, (3) TURNS, (4) GLIDES, (5) CLIMBING PROCEDURES, (6) LEVEL FLIGHT, (7) FLIGHT PATTERNS, AND (8) VARIOUS TYPES OF LANDINGS. THE MANUAL SHOULD BE USED IN CONJUNCTION WITH AIRCRAFT OWNERS' MANUALS AND FEDERAL AVIATION ADMINISTRATION (FAA) MANUALS. MUCH OF THE MATERIAL INCLUDED WAS RESEARCHED, COMPILED, AND TESTED BY AVIATION INSTRUCTORS AND EDUCATORS, AND CURRENTLY IS BEING USED IN SEVERAL MIDWESTERN FLIGHT SCHOOLS. THE ILLUSTRATIONS ARE SUITABLE FOR REPRODUCTION AS TRANSPARENCIES OR OTHER INSTRUCTIONAL MATERIALS. (AW)

VT 009 588
WINNER, WALTER P., ED.
AIRMAN'S INFORMATION MANUAL. 1969 SPECIAL PILOT TRAINING EDITION.

AVIATION BOOK CO., GLENDALE, CALIF.
AVIATION BOOK COMPANY, 565 1/2 WEST GLENOAKS BLVD., GLENDALE, CALIFORNIA 91202 ($2.00).
PUB DATE - 69 127P.

DESCRIPTORS - RESOURCE MATERIALS; MANUALS; *SUPPLEMENTARY TEXTBOOKS; *FLIGHT TRAINING; *AIRCRAFT PILOTS; *AVIATION VOCABULARY; *TECHNICAL EDUCATION; INSTRUCTIONAL MATERIALS
IDENTIFIERS - *FEDERAL AVIATION ADMINISTRATION; FAA

ABSTRACT - THE PRIMARY PURPOSE OF THIS MANUAL IS TO FAMILIARIZE STUDENT PILOTS AND NON-FLYERS WITH BASIC FLIGHT PROCEDURES, BUT IT CAN ALSO SERVE AS A VALUABLE "REFRESHER" OR REFERENCE BOOK FOR LICENSED PILOTS. LARGELY REPRINTED FROM THE FEDERAL AVIATION ADMINISTRATION (FAA) PERIODICAL OF THE SAME NAME, THE CONTENT IS DIVIDED INTO THREE MAJOR SECTIONS. PART I, BASIC FLIGHT MANUAL AND AIR TRAFFIC CONTROL PROCEDURES, CONTAINS BASIC FUNDAMENTALS REQUIRED TO FLY IN THE NATIONAL AIRSPACE SYSTEM, INFORMATION ON FLIGHT SAFETY, HEALTH AND MEDICAL FACTS, AIR TRAFFIC CONTROL (ATC) INFORMATION ON RULES, REGULATIONS, AND PROCEDURES, A GLOSSARY OF TERMS, AND RELATED GENERAL INFORMATION. PART II EXPLAINS THE AIRPORT DIRECTORY, AND PART

III DISCUSSES OPERATIONAL DATA AND NOTICES TO AIRMEN. SINCE PARTS II AND III PROVIDE REFERENCE-TYPE DATA THAT IS CONTINUALLY CHANGING, ONLY EXCERPTS FROM THE FAA PERIODICAL ARE GIVEN, FOR STUDY PURPOSES AND TO ACQUAINT THE READER WITH THE NATURE OF THE PUBLICATION. THE MANUAL IS ILLUSTRATED WITH MAPS, DIAGRAMS, AND LINE DRAWINGS. (AW)

VT 009 590   ED 034 037
AUTOMOTIVE MECHANIC ENTRY: A SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF ADULT, VOCATIONAL, AND LIBRARY PROGRAMS
OE-87C41
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.287:87C41, $.35).
PUB DATE -   69 27P.

DESCRIPTORS - *CURRICULUM GUIDES; *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); COURSE CONTENT; AUDIOVISUAL AIDS; BIBLIOGRAPHIES; EDUCATIONAL FACILITIES

ABSTRACT - THIS GUIDE, PREPARED FOR THE DIVISION OF MANPOWER DEVELOPMENT AND TRAINING, IS TO ASSIST ADMINISTRATORS AND TEACHERS IN ORGANIZING COURSES AND DEVELOPING COURSE CONTENT. THE GUIDE CONTAINS 14 MAJOR UNITS COVERING 1,764 HOURS OF INSTRUCTION IN THE CLASSROOM AND THE LABORATORY. THE COURSE COVERS 252 DAYS AT A RATE OF 7 HOURS PER DAY FOR 5 DAYS A WEEK. EACH UNIT CONTAINS: (1) SUGGESTED TRAINING TIME, (2) UNIT OBJECTIVES, (3) UNIT OUTLINE, (4) SUGGESTED ACTIVITIES OR SHOP EXERCISES, AND (5) A LIST OF REFERENCES. SUPPLEMENTARY MATERIALS INCLUDE A SUGGESTED LIST OF MACHINES, TOOLS, EQUIPMENT, SUPPLIES, TEXTBOOKS, FILMS, AND A FLOOR PLAN OF THE TRAINING FACILITY. (GR)

VT 009 592
AUTOMOBILE MECHANICS: AN OUTLINE FOR TRADE AND INDUSTRIAL PROGRAMS.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
KENT STATE UNIV., OHIO
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.00).
PUB DATE -   59 34P.

DESCRIPTORS - BIBLIOGRAPHIES; *CURRICULUM GUIDES; *AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; COURSE ORGANIZATION; APPRENTICESHIPS; POST SECONDARY EDUCATION; VOCATIONAL HIGH SCHOOLS

ABSTRACT - THIS GUIDE, DEVELOPED BY A COMMITTEE OF TEACHERS, SUPERVISORS AND TEACHER EDUCATORS IN A SUMMER WORKSHOP, IS FOR LOCAL SCHOOL ADMINISTRATOR, SUPERVISOR OR TEACHER USE IN COURSE PLANNING. THE MATERIAL IS PRESENTED UNDER THREE HEADINGS: OUTLINE, OPERATIONS, AND PROGRESS CHART HEADINGS AND REFERENCE NUMBERS. TEN MAJOR AREAS ARE OUTLINED: (1) ENGINES, (2) ELECTRICAL SYSTEMS, (3) FUEL SYSTEMS, (4) COOLING SYSTEMS, (5) SUSPENSION SYSTEM, (6) POWER TRAIN, (7) STEERING SYSTEM, (8) BRAKES, (9) GENERAL SERVICE, AND (10) ACCESSORIES. OPERATIONS OR JOBS USUALLY PERFORMED ARE LISTED. SUPPLEMENTAL MATERIAL INCLUDES: (1) A LIST OF PROGRESS CHART HEADINGS, (2) BASIC EQUIPMENT AND TOOLS, (3) SPECIAL EQUIPMENT AND TOOLS, (4) GENERAL REFERENCE MATERIAL, AND (5) A BIBLIOGRAPHY. STUDENTS SHOULD BE PLANNING TO ENTER OR PRESENTLY WORKING IN AUTOMOTIVE MECHANICAL REPAIR SERVICE AND THE TEACHER SHOULD BE A SKILLED TRADESMAN. (GR)

VT 009 607
HARRIS, THOMAS C.; SCOTT, ROBERT E.
TRADE AND INDUSTRIAL EDUCATION NOTEBOOK FOR STUDENTS IN COOPERATIVE PROGRAMS.

INTERSTATE PRINTERS AND PUBLISHERS, INC., 19-27 NORTH JACKSON STREET, DANVILLE, ILLINOIS 61832 ($3.00).
PUB DATE -   68 387P.

DESCRIPTORS - *COOPERATIVE PROGRAMS; *WORKBOOKS; *SELF EVALUATION; *TRADE AND INDUSTRIAL EDUCATION; *RECORDS (FORMS)

ABSTRACT - STUDENTS IN COOPERATIVE PROGRAMS MAY USE THIS NOTEBOOK TO GAIN INFORMATION PERTAINING TO TRADES AND TRAINING STATIONS, AND TO BROADEN THEIR KNOWLEDGE OF NORMAL OPERATING PRACTICES OF STATIONS. AS A RESULT OF FULFILLING THE REQUIREMENTS OF THE NOTEBOOK, STUDENTS SHOULD BE ABLE TO EVALUATE THEMSELVES, THEIR WORK, AND FUTURE EMPLOYMENT OPPORTUNITIES MORE EASILY. CONTENTS INCLUDE: (1) INTRODUCTION, (2) INSTRUCTIONS, (3) PERSONAL DATA SHEET, (4) STUDY TECHNIQUES, (5) ORIENTATION, (6) TRAINING PLAN, (7) MY JOB, (8) REPORTS, (9) TERMINOLOGY, (10) MY TRADE, (11) VICA, AND (12) LECTURE NOTES. (GR).

VT 009 615
AN INTRODUCTION TO THE AUTOMOTIVE ELECTRICAL SYSTEM. FILM BOOKLET DR-9010.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 (10 COPIES OR LESS NO CHARGE, OVER 10 COPIES $.15 PER COPY).
PUB DATE -   ND   27P.

DESCRIPTORS - *ELECTRICAL SYSTEMS; ILLUSTRATIONS; *RESOURCE MATERIALS; STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION)

ABSTRACT - THE PURPOSE OF THIS BOOKLET IS TO ACQUAINT THE STUDENT WITH THE BASIC ELEMENTS OF THE AUTOMOTIVE ELECTRICAL SYSTEM. PREPARED BY TECHNICAL WRITERS OF DELCO-REMY DIVISION OF GENERAL MOTORS CORPORATION FOR USE IN AUTO MECHANICS COURSES, THE MATERIAL IS SUITABLE FOR PRESENTATION IN EITHER THE CLASSROOM OR THE SHOP. THE BOOKLET IS CONCERNED LARGELY WITH THE PERFORMANCE FUNCTION OF THE AUTOMOTIVE ELECTRICAL SYSTEM, WITH SECONDARY EMPHASIS ON THE SAFETY AND CONVENIENCE FUNCTIONS. THE CONTENT IS DIVIDED INTO FOUR UNITS: (1) THE CHARGING SYSTEM, (2) THE CRANKING SYSTEM, (3) THE IGNITION SYSTEM, AND

(4) GENERAL TROUBLE SHOOTING, WITH EACH UNIT PROVIDING DETAILED INFORMATION ON THE ELEMENTARY PRINCIPLES INVOLVED, AS WELL AS CARE AND MAINTENANCE PROCEDURES. THE MANUAL IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS, DRAWINGS, AND DETAILED DIAGRAMS. (AW)

VT 009 616
DISTRIBUTOR COIL GENERATOR REGULATOR: SERVICE TIPS.

DELCO REMY, ANDERSON, IND.
DR-9019
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 (10 COPIES OR LESS NO CHARGE, OVER 10 COPIES $.25 PER COPY).
PUB DATE - ND 35P.

DESCRIPTORS - *RESOURCE MATERIALS; STUDY GUIDES; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICAL SYSTEMS; ILLUSTRATIONS

ABSTRACT - DEVELOPED BY TECHNICAL WRITERS OF THE DELCO-REMY DIVISION OF GENERAL MOTORS CORPORATION THIS MANUAL IS FOR USE BY VOCATIONAL EDUCATION STUDENTS AND INSTRUCTORS IN AUTO MECHANICS CLASSES. SUITABLE FOR USE IN EITHER A SHOP OR CLASSROOM, THE BOOKLET IS INTENDED TO PROVIDE TIPS AND HELPFUL HINTS ON SERVICING THE ELECTRICAL COMPONENTS OF MODERN AUTOMOBILES AND TRUCKS. CONTENTS COVER INFORMATION OF A "HOW TO DO IT" NATURE ON THE PROCEDURES TO FOLLOW IN SERVICING THE FOUR MAJOR PARTS OF THE AUTOMOTIVE ELECTRICAL SYSTEM: (1) DISTRIBUTOR, (2) IGNITION COILS, (3) GENERATOR, AND (4) REGULATORS. STEP BY STEP PROCEDURES ARE GIVEN, EACH ILLUSTRATED WITH LINE DRAWINGS. (AW)

VT 009 617
IT'S EASY TO BE AN EXPERT...BATTERY MAN, THAT IS.

DELCO REMY, ANDERSON, IND.
TECHNICAL LITERATURE SECTION, DELCO REMY, ANDERSON, INDIANA 46011 (10 COPIES OR LESS NO CHARGE, OVER 10 COPIES $.15 PER COPY).
PUB DATE - ND 18P.

DESCRIPTORS - *RESOURCE MATERIALS; STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); *ELECTRIC BATTERIES

ABSTRACT - TECHNICAL WRITERS OF THE DELCO-REMY DIVISION OF GENERAL MOTORS CORPORATION PREPARED THIS MANUAL FOR SHOP OR CLASSROOM USE BY TEACHERS AND STUDENTS IN AUTO MECHANICS COURSES. THE BOOKLET GIVES STEP-BY-STEP PROCEDURES FOR TESTING AND TROUBLESHOOTING AUTOMOTIVE BATTERIES. EACH STEP IS ILLUSTRATED WITH DRAWINGS OR PHOTOGRAPHS. RECOMMENDED BATTERY TESTING EQUIPMENT IS LISTED. (AW)

VT 009 671
ELECTRICITY AND ELECTRONICS; VOCATIONAL-INDUSTRIAL EDUCATION CURRICULUM GUIDE. CURRICULUM BULLETIN SERIES.

DALLAS INDEPENDENT SCHOOL DISTRICT, TEX.
DALLAS INDEPENDENT SCHOOL DISTRICT, 3700 ROSS AVENUE, DALLAS, TEXAS 75204 ($2.73).
PUB DATE - 68 137P.

DESCRIPTORS - *CURRICULUM GUIDES; *ELECTRICITY; *ELECTRONICS; SECONDARY GRADES

ABSTRACT - PREPARED BY TEACHERS OF ELECTRICITY AND ELECTRONICS IN CONJUNCTION WITH THE DEPARTMENT OF VOCATIONAL-INDUSTRIAL EDUCATION OF THE DALLAS INDEPENDENT SCHOOL DISTRICT, TEXAS, THIS CURRICULUM GUIDE IS FOR USE BY TEACHERS, SUPERVISORS, AND COUNSELORS IN PLANNING AND CONDUCTING COURSES IN ELECTRICITY AND ELECTRONICS FOR GRADES 8-12. CONTENTS INCLUDE SEVEN INSTRUCTIONAL UNITS: TWO ON EXPLORATORY ELECTRICITY FOR THE JUNIOR HIGH LEVEL, AND FOUR ON ELECTRONICS TO BE TAUGHT IN HIGH SCHOOL. THE SEVENTH UNIT, INDUSTRIAL ELECTRONICS, IS AN ADVANCED COURSE FOR 11TH AND 12TH GRADE STUDENTS, DESIGNED WITH THE NEED FOR TRAINED TECHNICIANS IN MIND. EACH UNIT CONTAINS INTRODUCTORY INFORMATION, SCOPE, EXPECTED OUTCOMES, HOURS PER UNIT, BIBLIOGRAPHIES, AND OUTLINES LISTING SKILLS AND KNOWLEDGE TO BE DEVELOPED, LEARNING ACTIVITIES, AND RELATED PROJECTS. SEVERAL PAGES OF SUGGESTED RELATED PROBLEMS ARE INCLUDED, AND THE GUIDE IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS. (AW)

VT 009 672
INDUSTRIAL COOPERATIVE TRAINING; CURRICULUM GUIDE. CURRICULUM BULLETIN SERIES.

DALLAS INDEPENDENT SCHOOL DISTRICT, TEX.
DALLAS INDEPENDENT SCHOOL DISTRICT, 3700 ROSS AVENUE, DALLAS, TEXAS 75204 ($3.25).
PUB DATE - 67 164P.

DESCRIPTORS - *CURRICULUM GUIDES; *COOPERATIVE EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; HEALTH OCCUPATIONS; AUTO MECHANICS (OCCUPATION); METAL WORKING OCCUPATIONS; REFRIGERATION MECHANICS; GRADE 11; GRADE 12; MACHINISTS; GRAPHIC ARTS; FOOD SERVICE OCCUPATIONS; ELECTRICIANS; DRAFTSMEN; TELEVISION REPAIRMEN; BUILDING TRADES; FOODS PROCESSING OCCUPATIONS

ABSTRACT - DEVELOPED BY INDUSTRIAL COOPERATIVE TRAINING AND VOCATIONAL-INDUSTRIAL EDUCATION COORDINATORS OF THE DALLAS INDEPENDENT SCHOOL DISTRICT, TEXAS, THIS CURRICULUM GUIDE IS FOR USE BY TEACHERS, COUNSELORS, AND SUPERVISORS IN PLANNING AND IMPLEMENTING LOCAL INDUSTRIAL COOPERATIVE TRAINING PROGRAMS FOR GRADES 11 AND 12. BRIEF INTRODUCTORY INFORMATION ON THE PURPOSES, SCOPE, EXPECTED OUTCOMES, AND AREAS OF LEARNING OF THE GUIDE IS FOLLOWED BY TOPICAL OUTLINES OF 11 CLUSTERS OF TRADES: (1) AUTOMOTIVE, (2) BUILDING, (3) COMMUNICATION, (4) DRAFTING, (5) ELECTRICAL, (6) FOOD, (7) GRAPHIC ARTS, (8) HEALTH OCCUPATIONS, (9) MECHANICAL, (10) METAL, AND (11) AIR CONDITIONING AND REFRIGERATION. A MISCELLANEOUS SECTION COVERS THE TRADES OF DIESEL MECHANIC, DRY CLEANER, FLORAL DESIGNER, LOCKSMITH, OPTICIAN, PLASTICS MOLDER, AND SHOE REPAIRMAN. ON-THE-JOB EXPERIENCES, RELATED STUDIES, AND BIBLIOGRAPHIES ARE GIVEN FOR EACH OCCUPATION COVERED. APPENDIXES INCLUDE SAMPLE REPORTS

AND LETTERS, AN ORGANIZATIONAL CHART, A SAMPLE SCHOOL CALENDAR, LIST OF APPROVED OCCUPATIONS FOR THE PROGRAM, AND OPERATIONAL PROCEDURES. RECOMMENDED TIME ALLOTMENT FOR COURSES IN THE PROGRAM IS 25 HOURS PER WEEK ON-THE-JOB TRAINING PLUS 55 MINUTES PER DAY RELATED CLASSROOM TRAINING. (AW)

VT 009 675
BERNARD, WILLIAM H., AND OTHERS
AUTO MECHANICS 5-6, OCCUPATIONAL. INDUSTRIAL EDUCATION COURSE OUTLINE.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF.
OFFICE OF CURRICULUM AND INSTRUCTION
PUB DATE - 68 24P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *AUTO MECHANICS; GRADE 12

ABSTRACT - THIS COURSE GUIDE, DESIGNED FOR TEACHER USE, WAS DEVELOPED BY A COMMITTEE OF INDUSTRIAL EDUCATION TEACHERS AND CONSULTANTS FOR COURSES AND LESSON PLANNING FOR AN OCCUPATIONAL CLUSTER IN AUTO MECHANICS FOR HIGH SCHOOL STUDENTS. THE 2-SEMESTER COURSE, DESIGNED FOR 2 HOURS OF INSTRUCTION DAILY IS FOR STUDENTS OF GRADE 12 WHO HAVE SUCCESSFULLY PASSED THE 180-HOUR BASIC AND THE 180-HOUR INTERMEDIATE LEVEL COURSE OF INSTRUCTION IN THE SAME SUBJECT. CONTENTS INCLUDE AN INTRODUCTION, AN OUTLINE OF THE COURSE, AND AN EVALUATION CHECK LIST. SUPPLEMENTAL MATERIAL IS DESIRABLE. (GR)

VT 009 692
HALVERSON, NORMAN D., AND OTHERS
ELECTRONICS 5-6, OCCUPATIONAL. INDUSTRIAL EDUCATION COURSE OUTLINE.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF.
OFFICE OF CURRICULUM AND INSTRUCTION
PUB DATE - 67 20P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *ELECTRONICS; *SECONDARY GRADES; GRADE 11; GRADE 12

ABSTRACT - THIS COURSE GUIDE, DESIGNED FOR TEACHER USE, WAS DEVELOPED BY A COMMITTEE OF INDUSTRIAL EDUCATION TEACHERS AND CONSULTANTS FOR COURSE AND LESSON PLANNING FOR AN OCCUPATIONAL CLUSTER IN ELECTRONICS FOR HIGH SCHOOL STUDENTS. THE 2-SEMESTER COURSE, DESIGNED FOR 2 HOURS OF INSTRUCTION DAILY, IS FOR STUDENTS OF GRADES 11 OR 12 WHO HAVE SUCCESSFULLY PASSED THE 180-HOUR BASIC AND THE 180-HOUR INTERMEDIATE LEVEL COURSE OF INSTRUCTION IN THE SAME SUBJECT. CONTENTS INCLUDE AN INTRODUCTION, AN OUTLINE OF THE COURSE, AND AN EVALUATION CHECK LIST. SUPPLEMENTAL MATERIAL IS DESIRABLE. (GR)

VT 009 693
ANDERSON, CAROL Q., AND OTHERS
INDUSTRIAL DRAFTING 5-6, OCCUPATIONAL. INDUSTRIAL EDUCATION COURSE OUTLINE.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF.
OFFICE OF CURRICULUM AND INSTRUCTION
PUB DATE - 68 34P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *DRAFTING; SECONDARY GRADES; GRADE 11; GRADE 12

ABSTRACT - THIS COURSE GUIDE, DESIGNED FOR TEACHER USE, WAS DEVELOPED BY A COMMITTEE OF INDUSTRIAL EDUCATION TEACHERS AND CONSULTANTS FOR COURSE AND LESSON PLANNING FOR AN OCCUPATIONAL CLUSTER IN INDUSTRIAL DRAFTING FOR HIGH SCHOOL STUDENTS. THE 2-SEMESTER COURSE, DESIGNED FOR 2 HOURS OF INSTRUCTION DAILY, IS FOR STUDENTS OF GRADES 11 OR 12 WHO HAVE SUCCESSFULLY PASSED THE 180-HOUR BASIC AND THE 180-HOUR INTERMEDIATE LEVEL COURSES OF INSTRUCTION IN THE SAME SUBJECT. CONTENTS INCLUDE AN INTRODUCTION, A COURSE OUTLINE, AND AN EVALUATION CHECK LIST. SUPPLEMENTAL MATERIAL IS DESIRABLE. (GR)

VT 009 707
PLASTICS; VOCATIONAL INDUSTRIAL EDUCATION CURRICULUM GUIDE. CURRICULUM BULLETIN SERIES.

DALLAS INDEPENDENT SCHOOL DISTRICT, TEX.
DALLAS INDEPENDENT SCHOOL DISTRICT, 3700 ROSS AVENUE, DALLAS, TEXAS 75204 ($2.73).
PUB DATE - 67 28P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *PLASTICS; SECONDARY GRADES

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY TEACHERS OF PLASTICS IN CONJUNCTION WITH THE DEPARTMENT OF VOCATIONAL-INDUSTRIAL EDUCATION OF THE DALLAS INDEPENDENT SCHOOL DISTRICT, DALLAS, TEXAS, FOR USE BY LOCAL INDUSTRIAL ARTS TEACHERS, SUPERVISORS, AND COUNSELORS IN PLANNING AND IMPLEMENTING COURSES IN PLASTICS FOR GRADES 10-12. CONTENTS INCLUDE TWO UNITS, THE FIRST OF WHICH IS A LABORATORY COURSE (PLASTICS 1 AND 2) OFFERED TO 10TH, 11TH, AND 12TH GRADE STUDENTS AND INTENDED TO GIVE STUDENTS GENERAL KNOWLEDGE OF THE TOOLS, MATERIALS, AND PROCESSES USED IN THE PLASTICS INDUSTRY, RATHER THAN TECHNICAL TRAINING AIMED AT EMPLOYMENT. THE SECOND UNIT, VOCATIONAL PLASTICS, IS OPEN TO 11TH AND 12TH GRADERS, AND IS INTENDED TO PREPARE THE STUDENT FOR EMPLOYMENT IN THE PLASTICS INDUSTRY BY GIVING HIM EFFICIENT, PRACTICAL, AND RELATED TRAINING IN THE BASIC SKILLS OF THE INDUSTRY. UNITS CONTAIN INTRODUCTORY INFORMATION, SCOPE, EXPECTED OUTCOMES, BIBLIOGRAPHIES, HOURS PER UNIT, AND OUTLINES LISTING SKILLS AND KNOWLEDGE TO BE DEVELOPED AND TEACHING SUGGESTIONS. NUMEROUS PHOTOGRAPHS ILLUSTRATE THE GUIDE. THE MATERIAL PRESENTED SHOULD BE USED FLEXIBLY AND SELECTIVELY BY THE INDIVIDUAL TEACHER. (AW)

VT 009 708
RATTENBURY, HAROLD L., AND OTHERS
GRAPHIC ARTS 5-6 (PRINTING), OCCUPATIONAL. INDUSTRIAL EDUCATION COURSE OUTLINE.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF.
OFFICE OF CURRICULUM AND INSTRUCTION
PUB DATE - 67 34P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *GRAPHIC ARTS; GRADE 12; *PRINTING

ABSTRACT - THIS COURSE GUIDE, DESIGNED FOR TEACHER USE, WAS DEVELOPED BY A COMMITTEE OF INDUSTRIAL EDUCATION TEACHERS AND CONSULTANTS FOR COURSE AND LESSON PLANNING FOR AN OCCUPATIONAL CLUSTER IN GRAPHIC ARTS (PRINTING) FOR HIGH SCHOOL STUDENTS. THE 2-SEMESTER COURSE, DESIGNED FOR 2 HOURS OF INSTRUCTION DAILY, IS FOR STUDENTS OF GRADE 12 WHO HAVE SUCCESSFULLY PASSED THE 180-HOUR BASIC AND THE 180-HOUR INTERMEDIATE LEVEL COURSE OF INSTRUCTION IN THE SAME SUBJECT. CONTENTS INCLUDE AN INTRODUCTION, AN OUTLINE OF THE COURSE, AND AN EVALUATION CHECK LIST. SUPPLEMENTAL MATERIAL IS DESIRABLE. (GR)

VT 009 709
LIEWER, URBAN J., AND OTHERS
HEAVY METALS 5-6, OCCUPATIONAL. INDUSTRIAL EDUCATION COURSE OUTLINE.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF. OFFICE OF CURRICULUM AND INSTRUCTION
PUB DATE - 68 25P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *METALS; *WELDING; GRADE 12

ABSTRACT - THIS COURSE GUIDE, DESIGNED FOR TEACHER USE, WAS DEVELOPED BY A COMMITTEE OF INDUSTRIAL EDUCATION TEACHERS AND CONSULTANTS FOR COURSE AND LESSON PLANNING FOR AN OCCUPATIONAL CLUSTER IN HEAVY METALS FOR HIGH SCHOOL STUDENTS. THE 2-SEMESTER COURSE, DESIGNED FOR 2 HOURS OF INSTRUCTION DAILY, IS FOR STUDENTS OF GRADE 12 WHO HAVE SUCCESSFULLY PASSED THE 180-HOUR INTERMEDIATE LEVEL COURSE OF INSTRUCTION IN THE SAME SUBJECT. CONTENTS INCLUDE AN INTRODUCTION, A COURSE OUTLINE FOR MACHINE SHOP AND ARC WELDING, AND AN EVALUATION CHECK LIST. SUPPLEMENTAL MATERIAL IS DESIRABLE. (GR)

VT 009 710
LIEWER, URBAN J., AND OTHERS
LIGHT METALS 5-6, OCCUPATIONAL. INDUSTRIAL EDUCATION COURSE OUTLINE.

LONG BEACH UNIFIED SCHOOL DISTRICT, CALIF. OFFICE OF CURRICULUM AND INSTRUCTION
PUB DATE - 68 22P.

DESCRIPTORS - *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; *METALS; *SHEET METAL WORK; *WELDING; SECONDARY GRADES; GRADE 12

ABSTRACT - THIS COURSE GUIDE, DESIGNED FOR TEACHER USE, WAS DEVELOPED BY A COMMITTEE OF INDUSTRIAL EDUCATION TEACHERS AND CONSULTANTS FOR COURSE AND LESSON PLANNING FOR AN OCCUPATIONAL CLUSTER IN LIGHT METALS FOR HIGH SCHOOL STUDENTS. THE 2-SEMESTER COURSE, DESIGNED FOR 2 HOURS OF INSTRUCTION, IS FOR STUDENTS OF GRADE 12 WHO HAVE SUCCESSFULLY PASSED THE 180-HOUR BASIC AND THE 180-HOUR INTERMEDIATE LEVEL COURSE OF INSTRUCTION IN THE SAME SUBJECT. CONTENTS INCLUDE AN INTRODUCTION, OUTLINES OF COURSES IN SHEET METAL AND GAS WELDING, AND AN EVALUATION CHECK LIST. SUPPLEMENTAL MATERIAL IS DESIRABLE. (GR)

VT 009 711
BASIC ELECTRONICS FOR THE PETROLEUM INDUSTRY.

TEXAS UNIV., AUSTIN. PETROLEUM EXTENSION SERVICE
PETROLEUM EXTENSION SERVICE, DRAWER V, UNIVERSITY STATION, UNIVERSITY OF TEXAS, AUSTIN, TEXAS 78712 ($5.00).
PUB DATE - JUL65 370P.

DESCRIPTORS - *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONICS; *ELECTRONIC TECHNICIANS; ADULT VOCATIONAL EDUCATION; ELECTRIC CIRCUITS; ELECTRICITY; ELECTRIC MOTORS; TRANSISTORS; PRACTICAL MATHEMATICS
IDENTIFIERS - *PETROLEUM INDUSTRY

ABSTRACT - THIS MANUAL IS DESIGNED TO PROVIDE INSTRUCTION NECESSARY FOR UNDERSTANDING THE OPERATION OF SUPERVISORY CONTROL EQUIPMENT IN THE PETROLEUM INDUSTRY. DEVELOPED BY A TRAINING SPECIALIST, THE MATERIAL IS SUITABLE FOR USE BY TEACHERS AND TRAINEES IN REHABILITATION, RETRAINING, OR INPLANT TRAINING PROGRAMS. CONTENTS INCLUDE CHAPTERS PROVIDING INFORMATION, DEFINITIONS, AND QUESTIONS TO BE ANSWERED ON SUCH ASPECTS AS BASIC ELECTRICITY, CIRCUITS MAGNETISM, ELECTRICAL ENERGY, TRANSFORMERS, CAPACITORS, ELECTRIC MOTORS, AMPLIFIERS, AND TRANSISTORS. A REVIEW OF RELATED MATHEMATICS AND INFORMATION ON CALCULATING THE TIME CONSTANT OF RESISTANCE-CAPACITANCE CIRCUITS ARE APPENDED. THE COURSE INSTRUCTOR SHOULD BE QUALIFIED IN ELECTRONICS AND COMPUTER TECHNOLOGY WITH A BACKGROUND IN PETROLEUM. RECOMMENDED TIME ALLOTMENT FOR COVERING THE MATERIAL IS 120 HOURS, WITH 76 HOURS IN THE CLASSROOM AND 44 IN THE LABORATORY. (AW)

VT 009 718
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT I: RENEWING OUR ABILITY TO USE THE LAWS OF ELECTRICITY. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-1.
PUB DATE - 16AUG66 22P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *EQUIPMENT MAINTENANCE; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE LAWS OF ELECTRICITY AND THEIR UTILIZATION. TOPICS ARE: (1) DC CIRCUIT FUNDAMENTALS AND NON-LINEAR CIRCUITS, (2) INDUCTORS AND CAPACITORS IN DC CIRCUITS, (3) USING VECTORS TO UNDERSTAND AC CIRCUITS, AND (4) INDUCTORS AND CAPACITORS IN AC CIRCUITS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL IN AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1,2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30

MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 719
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT II: AC CIRCUITS, POWER AND DISTRIBUTION SYSTEMS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-2.
PUB DATE - 23AUG66 26P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; ELECTRICITY; *ELECTRIC CIRCUITS

ABSTRACT - THE MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF ALTERNATING CURRENT (AC) ELECTRICAL CIRCUITS, POWER AND DISTRIBUTION SYSTEMS. TOPICS ARE: (1) SOLVING SERIES AND PARALLEL AC CIRCUITS, (2) MEASURING POWER IN DIRECT CURRENT (DC) AND AC CIRCUITS, (3) WHY IS POWER FACTOR IMPORTANT, (4) ADVANTAGES OF POLYPHASE POWER SYSTEMS, AND (5) HOW DC PHASE SHIFT CIRCUITS WORK. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1,2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 720
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT III: TRANSFORMERS, AND AC VOLTAGE REGULATORS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-3.
PUB DATE - 18AUG66 26P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; ELECTRIC CIRCUITS
IDENTIFIERS - TRANSFORMERS; ALTERNATING CURRENT VOLTAGE REGULATORS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF TRANSFORMERS AND ALTERNATING CURRENT (AC) VOLTAGE REGULATORS. TOPICS ARE: (1) TRANSFORMER CHARACTERISTICS, (2) DISTRIBUTION AND CONTROL TRANSFORMER CONNECTIONS, (3) AUTOTRANSFORMERS, (4) AC VOLTAGE REGULATORS, AND (5) INSTRUMENT TRANSFORMERS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 721
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT IV: IMPORTANT AC MOTORS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-4.
PUB DATE - 22AUG66 22P.

DESCRIPTORS - *STUDY GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; *ELECTRIC MOTORS; INDIVIDUAL INSTRUCTION

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF IMPORTANT ALTERNATING CURRENT (AC) MOTORS. TOPICS ARE: (1) SQUIRREL CAGE TYPES, (2) WOUND ROTOR VARIATIONS, (3) SYNCHRONOUS MOTORS, AND (4) AC MOTOR MAINTENANCE. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, ANDDISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 722
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT V: DC MOTOR DRIVE SYSTEMS--MAINSTAY OF MODERN INDUSTRY. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-5.
PUB DATE - 28JUN66 21P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; ELECTRIC MOTORS
IDENTIFIERS - *DIRECT CURRENT MOTOR DRIVE SYSTEMS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF IMPORTANT DIRECT CURRENT (DC) MOTOR DRIVE SYSTEMS. TOPICS ARE: (1) REVIEW OF PRACTICAL SPEED CONTROL METHODS, (2) TYPES OF ADJUSTABLE VOLTAGE DC DRIVES, (3) SERIES VS. SHUNT MOTORS, (4) SHUNT MOTOR SPEED CONTROL BY FIELD WEAKENING, (5) USING ARMATURE RESISTANCE TO OBTAIN SHUNT MOTOR SPEED CONTROL, (6) SHUNT MOTOR SPEED CONTROL BY VARIABLE VOLTAGE, AND (7) THE PROBLEM OF

SPEED REGULATION. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 723

ELECTRICAL MAINTENANCE PRACTICES 4. UNIT VI: USING MAGNETIC AMPLIFIER CONTROLS IN VARIABLE SPEED SYSTEMS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-6.
PUB DATE - 18AUG66 21P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - MAGNETIC AMPLIFIER CONTROL; VARIABLE SPEED SYSTEMS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF USING MAGNETIC AMPLIFIER CONTROL IN VARIABLE SPEED SYSTEMS. TOPICS ARE: (1) WHAT LIES AHEAD IN SPEED CONTROL SYSTEMS, (2) HOW THE MAGNETIC AMPLIFIER IMPROVED SPEED CONTROL SYSTEMS, AND (3) THE SCR TEAMS UP WITH THE MAGNETIC AMPLIFIER. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 724

ELECTRICAL MAINTENANCE PRACTICES 4. UNIT VII: THE VARIABLE SPEED DRIVE REVOLUTION USING SCRS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-7.
PUB DATE - 23AUG66 23P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *ELECTRICIANS; ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; *ELECTRIC MOTORS; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - *SILICON CONTROLLED RECTIFIERS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE VARIABLE SPEED DRIVE REVOLUTION USING SILICON CONTROLLED RECTIFIERS (SCRS). TOPICS ARE: (1) CONTROLLED RECTIFIER MOTOR DRIVES, (2) CAN THE DRIVE MOTOR BE REPLACED, (3) A NEW LOOK AT VARIABLE FREQUENCY ALTERNATING CURRENT (AC) DRIVES, AND (4) RECTIFIER-INVERTER DRIVES. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 725

ELECTRICAL MAINTENANCE PRACTICE 4. UNIT VII: VACUUM AND GAS TUBES. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-8.
PUB DATE - 28JUN66 17P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; *VACUUM TUBES

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF VACUUM AND GAS TUBES. TOPICS ARE: VACUUM TUBE AMPLIFIERS, GAS TUBE OPERATION, AND APPLICATION OF VACUUM TUBES AND THYRATRONS IN INDUSTRIAL CONTROLS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 726

ELECTRICAL MAINTENANCE PRACTICES 4. UNIT IX: SEMICONDUCTORS AND TRANSISTORS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-9.
PUB DATE - 21AUG66 28P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *SEMICONDUCTORS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN

UNDERSTANDING OF SEMICONDUCTORS AND TRANSISTORS. TOPICS ARE: USE OF SEMICONDUCTOR DIODES, REVIEWING TRANSISTORS AND THEIR USES, AND SPECIAL TRANSISTORS AND THEIR APPLICATIONS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 727
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT X: UNDERSTANDING THE SILICON CONTROLLED RECTIFIER. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-10.
PUB DATE - 28JUN66 22P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *SILICON CONTROLLED RECTIFIER

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE SILICON CONTROLLED RECTIFIER (SCR). TOPICS ARE: (1) BASIC CONCEPTION OF THE SILICON CONTROLLED RECTIFIER, (2) SYMBOLS, TERMINOLOGY, AND DEFINITIONS, (3) UNDERSTANDING THE CHARACTERISTICS OF THE SCR, (4) THE SCR REGULATED POWER SUPPLY GIVES CONSTANT VOLTAGE, (5) DISADVANTAGES THAT MUST BE OBSERVED AND COMPENSATED FOR, AND (6) THE SCR HAS MANY USES. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 728
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XI: USING SCR UNITS IN INDUSTRIAL CONTROL. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-11.
PUB DATE - 28JUN66 23P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *SILICON CONTROLLED RECTIFIER; INDUSTRIAL CONTROL

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE UTILIZATION OF SILICON CONTROLLED RECTIFIER (SCR) UNITS IN INDUSTRIAL CONTROL. TOPICS ARE: (1) APPLYING THE MAGNETIC AMPLIFIER TO SCR CONTROL, (2) APPLYING THE BUCK-BOOST MAGNETIC AMPLIFIER TO SCR CONTROL, (3) BASIC SCR POWER CIRCUITS, AND (4) SCR PACKAGE UNITS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 729
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XII: SCR MOTOR CONTROLS AND CIRCUIT PROTECTION. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-12.
PUB DATE - 31AUG66 27P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - SILICON CONTROLLED RECTIFIERS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF SILICON CONTROLLED RECTIFIER (SCR) MOTOR CONTROLS AND CIRCUIT PROTECTION. TOPICS ARE: (1) BASIC SCR RECTIFIER MOTOR CONTROLS, (2) ELECTRONIC GATING CIRCUITS, (3) INDUSTRIAL MOTOR CONTROLS, AND (4) CIRCUITS PROTECTION FOR SEMICONDUCTORS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 730
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XIII: THE ULTRAFLEX "S" SCR DC MOTOR DRIVE. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-13.
PUB DATE - 23SEP66 30P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING

GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *ULTRAFLEX "S" SCR DC MOTOR DRIVE

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE ULTRAFLEX "S" SCR DC MOTOR DRIVE. TOPICS ARE: (1) WHAT IS THE ULTRAFLEX "S" SCR DRIVE, (2) MAIN ARMATURE VOLTAGE CONTROL, (3) MAIN SCR GATING CIRCUITS, (4) SPEED CONTROL CIRCUITS, (5) FIELD CURRENT SUPPLY, (6) COMPARING WITH A MAGNETIC AMPLIFIER MOTOR DRIVE, AND (7) ULTRAFLEX "S" MAINTENANCE. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 731
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XIV: SOLID STATE INVERTER POWER AND CONTROL CIRCUITS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-14.
PUB DATE - 8SEP66 24P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *SOLID STATE CIRCUITS

ABSTRACT - THIS MODEL OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF SOLID STATE INVERTER POWER AND CONTROL CIRCUITS. TOPICS ARE: (1) WHAT ARE INVERTERS AND HOW DO THEY WORK, (2) POWER APPLICATIONS, (3) CONTROL CIRCUITS, AND (4) MAINTENANCE PROBLEMS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 732
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XV: OTHER USEFUL THYRISTORS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-15.
PUB DATE - 3OCT66 23P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *THYRISTORS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THYRISTORS OTHER THAN SILICON CONTROLLED RECTIFIERS (SCR). TOPICS ARE: (1) THE TRIAC SIMPLIFIERS AC SWITCHING, (2) UNIDIRECTIONAL AND BIDIRECTIONAL SIGNAL DIODES, (3) GATE CONTROLLED DEVICES, AND (4) LIGHT ACTIVATED DEVICES. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 733
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XVI: THYRISTOR APPLICATIONS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-16.
PUB DATE - 18OCT66 25P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *THYRISTORS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THYRISTOR APPLICATIONS. TOPICS ARE: (1) SPEED CONTROL, (2) TIMING APPLICATION, (3) IMPROVING PULSE GENERATORS, AND (4) TROUBLE SHOOTING. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 734
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XVII: SOLID STATE LOGIC--A BASIC TOOL FOR AUTOMATION. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-17.

PUB DATE - 27SEP66 21P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *SOLID STATE LOGIC

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF SOLID STATE LOGIC AS A BASIC TOOL FOR AUTOMATION. TOPICS ARE: (1) WHY USE SOLID STATE LOGIC, (2) SOLID STATE LOGIC VS. RELAY CIRCUITS, (3) HOW DO LOGIC ELEMENTS WORK, AND (4) LOGIC FOR THE FUTURE. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 735
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XVIII: IMPORTANT INDUSTRIAL LOGIC SYSTEMS. EM 4-18. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 29SEP66 28P.

DESCRIPTORS - *STUDY GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; *LOGIC; *INDUSTRY

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF IMPORTANT INDUSTRIAL LOGIC SYSTEMS. TOPICS ARE: (1) CUTLER-HAMMER DSL LOGIC SYSTEMS, (2) WESTINGHOUSE PRODAC LOGIC SYSTEMS, AND (3) GENERAL ELECTRIC TRANSISTORIZED STATIC CONTROL SYSTEMS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRIC MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 736
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XIX: GETTING ACQUAINTED WITH SOLID STATE LOGIC. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-19.
PUB DATE - 22OCT66 26P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; *EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *SOLID STATE LOGIC

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO ASSIST STUDENTS IN BECOMING ACQUAINTED WITH SOLID STATE LOGIC. TOPICS ARE: (1) CAN WE USE BOOLEAN ALGEBRA, (2) TRUTH TABLES--ANOTHER USEFUL TOOL, (3) DIODE LOGIC CIRCUITS, AND (4) PRACTICAL ENGLISH LOGIC CIRCUITS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 737
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XX: NOR LOGIC SYSTEMS. EM 4-20. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 6DEC65 29P.

DESCRIPTORS - *STUDY GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; *LOGIC

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF NOR LOGIC SYSTEMS. TOPICS ARE: (1) WHY NOR LOGIC, (2) PERFORMING THE BASIC LOGIC FUNCTIONS WITH NOR ELEMENTS, (3) HOW TO COUNT WITH NOR, (4) TYPICAL NOR LOGIC SYSTEMS APPLICATIONS, AND (5) MAINTENANCE OF NOR LOGIC SYSTEMS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 738
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXI: DIRECTO-MATIC I AND II CONTROL SYSTEMS. EM 4-21. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 15MAR66 29P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT

MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *DIRECTOMATIC CONTROL SYSTEMS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF DIRECTO-MATIC I AND II CONTROL SYSTEMS. TOPICS ARE: (1) DIRECTO-MATIC I HARDWARE, (2) UNDERSTANDING DIRECTO-MATIC I CIRCUITS, (3) DIRECTO-MATIC II--A NEW GENERATION OF PROCESS CONTROLS, AND (4) READING DIRECTO-MATIC DIAGRAMS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 739
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXII: AUXILIARY COMPONENTS AND OTHER LOGIC DEVICES. EM 4-22. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 30DEC65 31P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF AUXILIARY COMPONENTS AND OTHER LOGIC DEVICES. TOPICS ARE: (1) AUXILIARY COMPONENTS IN LOGIC SYSTEMS, (2) SOLID STATE COUNTERS AND INFORMATION STORAGE UNITS, AND (3) GLOW TUBE INDICATORS AND SWITCHES. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 740
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXIII: GETTING ACQUAINTED WITH COMPUTERS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-23.
PUB DATE - 11FEB66 23P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *COMPUTERS; ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP A BASIC UNDERSTANDING OF COMPUTER OPERATION. TOPICS ARE: (1) WHAT IS A COMPUTER, (2) TYPES OF COMPUTERS, (3) ANALOG COMPUTER OPERATIONS, AND (4) DIGITAL COMPUTER OPERATIONS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 741
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXIV: HOW A DIGITAL COMPUTER ADDS AND SUBTRACTS. EM 4-24. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 25FEB66 27P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; ADDITION; SUBTRACTION; *DIGITAL COMPUTERS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF HOW A DIGITAL COMPUTER ADDS AND SUBTRACTS. TOPICS ARE: (1) BINARY ARITHMETIC, (2) COUNTER AND STORAGE CIRCUITS, (3) BASIC ADDER CIRCUITS, AND (4) HOW AN ADDER CAN SUBTRACT. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 742
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXV: ADDITIONAL COMPUTER ARITHMETIC CIRCUITS AND MEMORY UNITS. EM 4-25. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 8MAR66 20P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION;

INDIVIDUAL INSTRUCTION; *DIGITAL COMPUTERS; MEMORY; MULTIPLICATION; DIVISION

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF COMPUTER ARITHMETIC CIRCUITS AND MEMORY UNITS. TOPICS ARE: DIGITAL MULTIPLICATION AND DIVISION, AND COMPUTER MEMORIES. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 743
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXVI: COMPUTER MAINTENANCE TECHNIQUES. EM 4-26. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 23FEB66 30P.

DESCRIPTORS - *STUDY GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; *COMPUTERS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF COMPUTER MAINTENANCE TECHNIQUES. TOPICS ARE: (1) MODULE PACKAGING METHODS, (2) MAINTENANCE TOOLS AND PROCEDURES, (3) SPECIAL MAINTENANCE TEST CIRCUITS, AND (4) PRINTED CIRCUIT REPAIR TECHNIQUES. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 744
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXIX: TELEMETERING SYSTEMS. EM 4-29. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 11APR66 22P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION
IDENTIFIERS - *TELEMETERING SYSTEMS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF TELEMETERING SYSTEMS. TOPICS ARE: (1) WHAT IS TELEMETERING, (2) POPULAR TYPES OF TELEMETERING SYSTEMS, (3) PULSE SYSTEMS, (4) FREQUENCY SYSTEMS, AND (5) OTHER USEFUL SYSTEMS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 009 030-VT 009 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 745
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXX: ELECTRICAL MAINTENANCE--A JOB WITH A FUTURE. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-30.
PUB DATE - 10JUN66 17P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; OCCUPATIONAL INFORMATION

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF CAREER OPPORTUNITIES IN ELECTRICAL MAINTENANCE OCCUPATIONS. TOPICS ARE: (1) WHAT HAVE YOU LEARNED, (2) USING YOUR NEW TOOLS, (3) YOUR JOB IN 1982, (4) KEEPING UP TO DATE, AND (5) MEET THE FUTURE CONFIDENTLY. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 746
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXVII: QUALITY CONTROL AND INSPECTION TRANSDUCERS. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
EM 4-27.
PUB DATE - 5MAY66 28P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *ELECTRICIANS; *TRADE AND INDUSTRIAL EDUCATION; ELECTRICAL SYSTEMS; ADULT VOCATIONAL EDUCATION; EQUIPMENT MAINTENANCE; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; *QUALITY CONTROL
IDENTIFIERS - *INSPECTION TRANSDUCERS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE UTILIZATION OF INSPECTION TRANSDUCERS IN QUALITY CONTROL. TOPICS ARE: (1) INTRODUCTION TO

NONDESCRUCTIVE TEST TRANSDUCERS, (2) ELECTROMAGNETIC FLAW DETECTORS, (3) ULTRASONIC FLAW DETECTORS, AND (4) DYE PENETRANT INSPECTION METHODS. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 747
ELECTRICAL MAINTENANCE PRACTICES 4. UNIT XXVIII: RADIATION TRANSDUCERS. EM 4-28. STUDY AND READING MATERIAL.

HUMAN ENGINEERING INST., CLEVELAND, OHIO
PUB DATE - 14MAR66 39P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; ADULT VOCATIONAL EDUCATION; PROGRAMED MATERIALS; PROGRAMED INSTRUCTION; INDIVIDUAL INSTRUCTION; *RADIATION
IDENTIFIERS - *RADIATION TRANSDUCERS

ABSTRACT - THIS MODULE OF A 30 MODULE 1-YEAR COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF RADIATION TRANSDUCERS. TOPICS ARE: (1) WHY USE RADIATION, (2) HOW CAN WE USE RADIATION, (3) TYPICAL INDUSTRIAL USES, AND (4) HOW TO WORK SAFELY NEAR RADIATION EQUIPMENT. THE MODULE CONSISTS OF TRAINEE TEXT MATERIAL AND AN INSTRUCTOR'S GUIDE WHICH INCLUDES UNIT OBJECTIVES, A LIST OF SUGGESTED SUPPLEMENTAL MATERIALS, AND DISCUSSION IDEAS AND QUESTIONS. THE 90 MODULES OF ELECTRICAL MAINTENANCE PRACTICES 1, 2, AND 3 ARE AVAILABLE AS VT 006 030-VT 006 047 (AIM SUMMER 1969). A PROGRAM OUTLINE IS AVAILABLE AS VT 006 029 (AIM SUMMER 1969). THE 30 MODULES FOR ELECTRICAL MAINTENANCE PRACTICES 4 ARE AVAILABLE AS VT 009 718-VT 009 747, ALL IN THIS ISSUE. (GR)

VT 009 756
TRAINING RECOMMENDATION 1: OPERATOR TRAINING INSTRUCTORS.

KNITTING, LACE AND NET INDUSTRY TRAINING BOARD, NOTTINGHAM (ENGLAND)
KNITTING, LACE AND NET INDUSTRY TRAINING BOARD, 4 HAMILTON ROAD, SHERWOOD RISE, NOTTINGHAM, ENGLAND.
PUB DATE - ND 33P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL STAFF; FOREIGN COUNTRIES; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL TEACHERS
IDENTIFIERS - ENGLAND

ABSTRACT - THIS GUIDE IS ONE OF A SERIES PREPARED TO AID IN TRAINING COMPETENT INSTRUCTORS FOR THE KNITTING, LACE, AND NET INDUSTRY. FOR USE IN FORMAL COURSES DESIGNED FOR INSTRUCTOR TRAINING, THE BOOKLET DEFINES THE INSTRUCTOR AND HIS ROLE IN THE ORGANIZATION OF THE COMPANY, AND PROVIDES GUIDELINES FOR: (1) SELECTING INSTRUCTORS, (2) DUTIES AND TASKS OF INSTRUCTORS, (3) DECIDING HOW TO UTILIZE INSTRUCTORS, (4) CHOICES OF INSTRUCTOR'S TRAINING COURSES, (5) TRAINING AND DEVELOPMENT OF INSTRUCTORS, AND (6) EMPLOYMENT OF INSTRUCTORS. APPENDIXES INCLUDE: (1) SELECTION PROCEDURES, (2) SYNOPSIS OF THREE-WEEK FULL-TIME INSTRUCTOR TRAINING COURSE, (3) PROGRAMME OF THREE-WEEK FULL-TIME INSTRUCTOR TRAINING COURSE, AND (4) DETAILS OF DEPARTMENT OF EMPLOYMENT AND PRODUCTIVITY TRAINING WITHIN INDUSTRY TRAINING COURSE AND TRAINING DEVELOPMENT SERVICE. (AW)

VT 009 789 ED 034 067
ULLERY, J. WILLIAM; FORSYTH, RICHARD W.
DEVELOPMENT AND EVALUATION OF AN EXPERIMENTAL CURRICULUM FOR THE NEW QUINCY (MASS.) VOCATIONAL-TECHNICAL SCHOOL; THE POWER MECHANICS CURRICULUM. TWELFTH QUARTERLY TECHNICAL REPORT.

AMERICAN INSTITUTES FOR RESEARCH, PITTSBURGH, PA.
QUINCY PUBLIC SCHOOLS, MASS.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.
OEC-5-85-019 08
BR-5-0009
PUB DATE - JUL 69 146P.

DESCRIPTORS - AUTO MECHANICS (OCCUPATION); BIBLIOGRAPHIES; *CURRICULUM DEVELOPMENT; CURRICULUM GUIDES; *EXPERIMENTAL CURRICULUM; JOB ANALYSIS; *POWER MECHANICS; RESEARCH PROJECTS; *VOCATIONAL EDUCATION
IDENTIFIERS - MASSACHUSETTS; PROJECT ABLE; QUINCY PUBLIC SCHOOLS

ABSTRACT - THIS REPORT DESCRIBES THE DEVELOPMENT OF THE PROJECT ABLE POWER MECHANICS PROGRAM. IT IS DESIGNED TO SERVE AS AN ADMINISTRATOR'S AND INSTRUCTOR'S MANUAL FOR THE ORGANIZATION, IMPLEMENTATION AND EVALUATION OF A PROGRAM OF INDIVIDUALIZED INSTRUCTION UTILIZING THE PROJECT ABLE POWER MECHANICS CURRICULUM MATERIALS. TRAINING AIDS, TOOLS, SUPPLIES, AND REFERENCES ARE LISTED IN DETAIL. MAJOR DOCUMENTS AND SAMPLES OF INSTRUMENTS, PERFORMANCE EVALUATIONS, LEARNING UNITS, FLOW CHARTS, FIRST AND SECOND LEVEL JOB DESCRIPTIONS, AND SUGGESTED FIRST LEVEL STUDENT ACTIVITIES ARE APPENDED. EARLIER REPORTS (1-11) ARE AVAILABLE AS ED 024 749-ED 024 754, ED 024 767, ED 028 306, ED 013 318, AND ED 029 088. (GR)

VT 009 801
POWER PRESS TOOLSETTERS SAFETY TRAINING COURSE.

ROYAL SOCIETY FOR THE PREVENTION OF ACCIDENTS, BIRMINGHAM (ENGLAND). INDUSTRIAL SAFETY TRAINING CENTRE
THE ROYAL SOCIETY FOR THE PREVENTION OF ACCIDENTS, 22 SUMMER ROAD, ACOCKS GREEN, BIRMINGHAM 27, ENGLAND.
PUB DATE - ND 28P.

DESCRIPTORS - *SAFETY; *SAFETY EDUCATION; SAFETY EQUIPMENT; *MACHINE TOOL OPERATORS; FOREIGN COUNTRIES; *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; TRANSPARENCIES
IDENTIFIERS - ENGLAND

ABSTRACT - THIS GUIDE, STATING THE NEED FOR SAFETY TRAINING FOR POWER PRESS TOOL SETTERS, OUTLINES A COURSE AND SUGGESTS THAT IT BE CONDUCTED THROUGH LECTURES AND DEMONSTRATIONS. INCLUDED FOR DISCUSSION ARE THE FOLLOWING TOPICS: (1) POWER PRESSES, (2) ACCIDENTS AT POWER PRESSES, (3) METHODS OF GUARDING, (4) TOOL-SETTING, (5) TOOL DESIGN, AND (6) TESTING AND EXAMINING OF PRESSES AND GUARDS. AUTOMATIC GUARDS, A LIST OF OFFICIAL REPORTS AND PUBLICATIONS DEALING WITH POWER PRESSES, AND A SYNOPSIS OF THE 1965 (S.I. 1965, NO. 1441) POWER PRESS REGULATIONS IS APPENDED. ELEVEN ILLUSTRATIONS ARE SUITABLE FOR REPRODUCTION AS OVERHEAD TRANSPARENCIES. (GR)

VT 009 848
CARPENTRY AND BUILDING CONSTRUCTION.

DEPARTMENT OF THE ARMY, WASHINGTON, D.C.
TM-5-460
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (D101.11:5-460, $.75).
PUB DATE - APR60 201P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; *BUILDING TRADES; *SUPPLEMENTARY TEXTBOOKS; WOODWORKING; RESOURCE GUIDES; *TEACHING GUIDES; VOCABULARY; ORTHOGRAPHIC SYMBOLS; CONSTRUCTION INDUSTRY; *CONSTRUCTION (PROCESS); PERFORMANCE SPECIFICATIONS
IDENTIFIERS - DEPARTMENT OF THE ARMY; TM 5-460

ABSTRACT - APPLICABLE FOR BOTH TRAINING AND FIELD USE, THIS MANUAL PROVIDES INSTRUCTION IN MAINTAINING, REPAIRING, AND CONSTRUCTING BUILDINGS AND OTHER WOOD STRUCTURES AS WELL AS GIVING INFORMATION ON PREFABRICATED BUILDINGS, INCLUDING PROPER ERECTION, CREW ORGANIZATION, ERECTION TIME RATES, AND RECOMMENDED PROCEDURES. TOPICS COVERED ARE: (1) LUMBER, (2) JOINTS, SPLICES, AND METHODS OF FASTENING, (3) LAYOUT AND FOUNDATIONS, (4) FRAMING, (5) COVERINGS, (6) ACCESSORIES, AND (7) METHODS OF FRAME CONSTRUCTION. SUPPLEMENTARY MATERIALS INCLUDE REFERENCES, PAINT REQUIREMENTS, CONSTRUCTION RATES, A GLOSSARY OF TERMS, AND ABBREVIATIONS AND SYMBOLS. (GR)

VT 009 854
CURRICULUM GUIDE FOR VOCATIONAL CARPENTRY, GRADES ELEVEN AND TWELVE.

CHICAGO BOARD OF EDUCATION, ILL.
PUB DATE - 67 347P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; *WOODWORKING; *BUILDING TRADES; VOCATIONAL HIGH SCHOOLS; GRADE 11; GRADE 12

ABSTRACT - THIS CURRICULUM GUIDE IS FOR USE IN PLANNING AND IMPLEMENTING VOCATIONAL CARPENTRY COURSES FOR GRADES 11 AND 12 IN CHICAGO VOCATIONAL HIGH SCHOOLS. THE PRIMARY OBJECTIVE OF THE PROPOSED COURSE IS TO PREPARE STUDENTS FOR EMPLOYMENT OR FOR HIGHER TECHNICAL TRAINING BY ACQUAINTING THEM WITH MODERN TECHNOLOGICAL METHODS, TOOLS, MACHINERY AND MATERIALS. THE USE OF STUDENT PROJECTS IS EMPHASIZED TO DEVELOP COMPETENCE IN MANIPULATIVE SKILLS, AND SPECIFIC KNOWLEDGE UNITS STRESS MODERN METHODS AND TECHNIQUES USED IN THE FIELD. CONTENTS INCLUDE A BRIEF INTRODUCTION, COURSE OUTLINES FOR GRADES 11 AND 12, AND A BIBLIOGRAPHY INCLUDING BOOKS, FILMS, FILMSTRIPS, AND SUGGESTED FIELD TRIPS. UNITS INCLUDED IN THE GRADE 11 OUTLINE ARE ORIENTATION, FRAME BUILDINGS, MASONRY BUILDINGS, CONCRETE FORM WORK, AND ROUGH FRAMING, WHILE THE OUTLINE FOR GRADE 12 COVERS ROOF FRAMING, EXTERIOR FINISH, STAIRBUILDING, AND INTERIOR FINISH. EACH UNIT PROVIDES SKILLS AND UNDERSTANDINGS TO BE DEVELOPED, CONTENT TO BE COVERED, TEACHER ACTIVITIES, PROJECTS, DEVELOPMENTAL VOCABULARY, AND RESOURCE MATERIALS. NUMEROUS PHOTOGRAPHS, DIAGRAMS, AND DRAWINGS ILLUSTRATE THE GUIDE. STUDENT PREREQUISITES TO THE COURSE ARE 4 SEMESTERS OF DRAFTING AND 1 SEMESTER EACH OF BASIC VOCATIONAL WOODWORKING AND WELDING. (AW)

VT 009 869
CURRICULUM GUIDE FOR TRADES AND INDUSTRIES MACHINE SHOP PROGRAMS.

CLEMSON UNIV., S.C.
SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION.
INDUSTRIAL EDUCATION DEPARTMENT, CLEMSON UNIVERSITY, CLEMSON, SOUTH CAROLINA 29631 (LIMIT: ONE PER STATE SUPERVISOR OF INDUSTRIAL EDUCATION).
PUB DATE - 69 72P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINISTS; SCHOOL SAFETY; GRADE 11; GRADE 12; *INSTRUCTIONAL MATERIALS

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED BY A GROUP OF TEACHERS, TEACHER EDUCATORS, INDUSTRIAL REPRESENTATIVES, AND MATERIAL SPECIALISTS FOR TEACHER USE IN COURSE AND LESSON PLANNING OF TRADE AND INDUSTRY MACHINE SHOP PROGRAMS IN AREA VOCATIONAL SCHOOLS OR VOCATIONAL HIGH SCHOOLS. THE PROGRAM IS FOR 3 HOURS PER DAY, 5 DAYS PER WEEK, 36 WEEKS PER YEAR FOR 2 YEARS, TOTALING 1,080 HOURS. INCLUDED ARE:(1) GENERAL OBJECTIVES, (2) MACHINIST JOB DESCRIPTION, (3) SPECIFIC OBJECTIVES, (4) PROGRAM DESCRIPTION, (5) MACHINE SHOP I OUTLINE (GENERALLY FOR GRADE 11 STUDENTS), (6) MACHINE SHOP II OUTLINE, AND (7) OPTIONAL TOPICS. APPENDED ARE: (1) SUGGESTIONS FOR USING MATERIALS, (2) A BOOK LIST, (3) A LISTING OF FREE PAMPHLETS AND BOOKLETS, (4) A CHART LIST, (5) A FILM LIST WITH AVAILABILITY, (6) A LIST OF COMMERCIAL SUPPLIERS, (7) SAFETY RECOMMENDATIONS, AND (8) SPECIFIC SAFETY PRECAUTIONS FOR EACH OF 17 MACHINES WITH AN ACCOMPANYING ILLUSTRATION IN WHICH ALL MACHINE PARTS ARE LABELED.

ILLUSTRATIONS MAY BE REPRODUCED AS TRANSPARENCIES. (GR)

VT 009 875
PHIPPS, D. BART
BELL AND SPIGOT PIPE FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY; PACKET 6.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS STATE BOARD FOR VOCATIONAL EDUCATION, AUSTIN
TEXAS STATE JOINT APPRENTICESHIP COMMITTEE FOR PLUMBING AND PIPE FITTING
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($.50).
PUB DATE - NOV53 24P.

DESCRIPTORS - *STUDY GUIDES; INSTRUCTIONAL MATERIALS; ASSIGNMENTS; *TRADE AND INDUSTRIAL EDUCATION; *PLUMBING; *APPRENTICESHIPS; *PLUMBERS

ABSTRACT - PREPARED BY A SUBJECT-MATTER SPECIALIST, THIS BOOKLET IS FOR STUDENT USE IN TRAINING PROGRAMS FOR APPRENTICE PLUMBERS AND PIPE FITTERS. THE CONTENT CONSISTS OF STUDENT PROGRESS RECORDS FOR BOTH THE STUDENT NOTEBOOK AND INSTRUCTOR'S FILE, INFORMATION SHEET, STUDY QUESTIONS, AND NINE STUDENT ASSIGNMENTS PROVIDING CONTENT, PURPOSE, REFERENCES, INTRODUCTORY INFORMATION ON THE SUBJECTS, AND PROCEDURES. ASSIGNMENTS COVER: (1) CAST IRON SOIL PIPE, (2) MEASURING, MARKING, AND CUTTING CAST IRON SOIL PIPE, (3) ASSEMBLING, YARNING, AND STRAIGHTENING VERTICAL SOIL PIPE JOINTS, (4) MELTING CALKING LEAD AND POURING VERTICAL JOINTS, (5) CALKING, EDGING, AND TRIMMING VERTICAL SOIL PIPE JOINTS, (6) ASSEMBLING YARNING, POURING AND CALKING HORIZONTAL SOIL PIPE JOINTS, (7) VITRIFIED CLAY PIPE, (8) BITUMINIZED FIBRE PIPE, AND (9) ASBESTOS-CEMENT PIPE. (AW)

VT 009 890
READING THE MICROMETER; STUDENT WORKSHEETS.

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER
SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA
INDUSTRIAL EDUCATION DEPARTMENT, CLEMSON UNIVERSITY, CLEMSON, SOUTH CAROLINA 29631 (LIMIT: ONE PER STATE SUPERVISOR OF INDUSTRIAL EDUCATION).
PUB DATE - 12JAN69 10P.

DESCRIPTORS - *STUDY GUIDES; *MEASUREMENT INSTRUMENTS; *INDUSTRIAL EDUCATION; STUDENT PROJECTS; TRANSPARENCIES; AUTO MECHANICS; MACHINISTS; *INSTRUCTIONAL MATERIALS; READING MATERIALS
IDENTIFIERS - *MICROMETERS

ABSTRACT - THIS STUDY GUIDE, DEVELOPED BY A MATERIALS SPECIALIST FOR TEACHERS IN DESIGNING LESSON PLANS AND FOR STUDENTS WHO ARE SEEKING READING MATERIALS, HAS FOCUS ON USING AND READING THE MICROMETER. PART I INTRODUCES THE STUDENT TO THE MICROMETER GIVING THE NOMENCLATURE OF ITS PARTS AND CONTAINING WORKSHEET TO ASSIST IN LEARNING THE NAME OF THE PARTS. A TRANSPARENCY MASTER SHOWING THE PARTS IS INCLUDED. PART II CONTAINS A STEP BY STEP PROCEDURE WITH TRANSPARENCY MASTER ILLUSTRATIONS FOR READING ANY INSIDE OR OUTSIDE MICROMETER. TWELVE MICROMETER READING EXERCISES ARE ILLUSTRATED. A TEACHER INFORMATION GUIDE IS AVAILABLE AS VT 009 889, IN THIS ISSUE. (GR)

VT 009 900
CURRICULUM GUIDE FOR TRADES AND INDUSTRIES ELECTRICITY PROGRAMS.

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER
CLEMSON UNIV., S.C. DEPT. OF INDUSTRIAL EDUCATION
SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION
AGRICULTURAL EDUCATION DEPARTMENT, CLEMSON UNIVERSITY, CLEMSON, SOUTH CAROLINA (LIMIT: ONE PER STATE SUPERVISOR OF INDUSTRIAL EDUCATION).
PUB DATE - 69 35P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; SECONDARY GRADES; VOCATIONAL HIGH SCHOOLS; AREA VOCATIONAL SCHOOLS

ABSTRACT - DEVELOPED BY TEACHERS, TEACHER EDUCATORS, INDUSTRIAL REPRESENTATIVES, AND MATERIALS SPECIALISTS, THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING SECONDARY LEVEL COURSES IN ELECTRICITY. THE 1,080-HOUR COURSE IS DESIGNED FOR USE IN VOCATIONAL HIGH SCHOOLS OR AREA VOCATIONAL SCHOOLS. CONTENTS INCLUDE: (1) GENERAL OBJECTIVES OF TRADE AND INDUSTRIAL EDUCATION PROGRAMS, (2) SPECIFIC OBJECTIVES OF THE TRADES AND INDUSTRIES ELECTRICITY PROGRAM, (3) PURPOSE OF PROGRAM, (4) DESCRIPTION OF PROGRAM, (5) OUTLINE OF COURSE CONTENT, 1ST YEAR, AND (6) OUTLINE OF COURSE CONTENT, 2ND YEAR. LISTS OF REFERENCE BOOKS, FILMS AND FILMSTRIPS AVAILABLE ON LOAN, AND FREE PAMPHLETS ARE APPENDED. A CERTIFIED TRADE TEACHER SHOULD CONDUCT THE COURSE. (AW)

VT 009 925
MAYHEW, JOHN R.
COMMERCIAL ART; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.25).
PUB DATE - JUL64 58P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COMMERCIAL ART; ART EDUCATION

ABSTRACT - THIS COURSE OUTLINE IS FOR USE BY BEGINNING VOCATIONAL-INDUSTRIAL SHOP TEACHERS IN TEXAS PUBLIC SCHOOLS IN PLANNING AND

IMPLEMENTING COURSES IN COMMERCIAL ART. PREPARED IN A SPECIAL 1958 SUMMER WORKSHOP, THE OUTLINE COVERS ONLY THE BASIC SKILLS AND TECHNICAL INFORMATION TO BE TAUGHT, AND SHOULD BE ADAPTED BY THE INSTRUCTOR TO MEET SPECIFIC LOCAL NEEDS. A 2-YEAR PROGRAM IS SUGGESTED, WITH THE FIRST YEAR OUTLINE COVERING: (1) BASIC COMPOSITION AND DESIGN, (2) DRAWING, (3) LETTERING, (4) ILLUSTRATION, (5) WASH, (6) CARTOONS, (7) ANIMAL DRAWING, (8) FASHION ILLUSTRATION, (9) LAYOUTS, AND (10) LINE ART FOR REPRODUCTION. SOME OF THE AREAS INCLUDED IN THE SECOND YEAR OUTLINE ARE: (1) DESIGN PRINCIPLES, (2) MECHANICALS, (3) ADVERTISING DESIGN AND ILLUSTRATION, (4) TELEVISION, (5) FASHION ILLUSTRATION, (6) BOOK JACKETS, (7) GREETING CARDS, (8) LABEL AND PACKAGE DESIGNING, (9) PHOTO RETOUCHING, (10) SILKSCREEN REPRODUCTION, AND (11) CARTOONS. EACH OUTLINE INCLUDES CONTENT, INFORMATION AND SKILLS TO BE TAUGHT, TEACHING SUGGESTIONS, AND INFORMATION SOURCES. A SEPARATE OUTLINE LISTS VARIOUS TEACHING METHODS, WITH DESCRIPTIONS OF THE METHODS, ADVANTAGES, DISADVANTAGES, AND SUGGESTIONS ON WHEN TO USE THEM. A BIBLIOGRAPHY, TOOL AND EQUIPMENT LIST, AND SUGGESTED SHOP FLOOR PLAN ARE APPENDED. (AW)

VT 009 926
WELDING; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.25).
PUB DATE -   NC   58P.

DESCRIPTORS - *CURRICULUM GUIDES; *WELDING; *WELDERS; *TRADE AND INDUSTRIAL EDUCATION; TEACHING GUIDES; BIBLIOGRAPHIES; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE FOR TEACHER USE IN COURSE AND LESSON PLANNING. THE 2-YEAR COURSE OUTLINE INCLUDES (1) OBJECTIVES, (2) DEVELOPING A COURSE OF STUDY, (3) ITEMS FOR INCLUSION IN ALL VOCATIONAL-INDUSTRIAL COURSES, (4) FIRST-YEAR OUTLINE CONSISTING OF INTRODUCTION, HAND AND SHOP TOOLS, METAL PROPERTIES, METALLURGY OF FERROUS ALLOYS, ELECTRIC WELDING, OXYGEN AND ACETYLENE WELDING, NATURAL GAS CUTTING, BRONZE WELDING, GAS WELDING CAST IRON, PIPE WELDING, MEASUREMENTS, AND WELDING SYMBOLS, AND (5) SECOND YEAR INCLUDING METALS IDENTIFICATION, WELDING SYMBOLS AND BLUE PRINT READING, TESTING METHODS, ELECTRIC WELDING, OXY-ACETYLENE WELDING, OXY-ACETYLENE CUTTING, NATURAL GAS CUTTING, MACHINE FLAME CUTTING, SAFETY AND HELIARC WELDING. A LIST OF CHARTS AND MAGAZINES, FILMS, FILMSTRIPS, RECOMMENDED TOOLS AND EQUIPMENT, AND TWO FLOOR PLANS ARE APPENDED. (GR)

VT 009 966
MCDANIEL, JOHN A.; MILLER, GILBERT M.
SUPERVISORY PERSONNEL DEVELOPMENT; TECHNIQUES OF SUPERVISING PEOPLE. IDAHO VO-ED NO. 29.

IDAHO STATE BOARD FOR VOCATIONAL EDUCATION, BOISE
PUB DATE -   66   158P.

DESCRIPTORS - *LEADERS GUIDES; *TRADE AND INDUSTRIAL EDUCATION; LEADERSHIP TRAINING; *SUPERVISORY TRAINING; GROUP DISCUSSION; HUMAN RELATIONS; *SUPERVISORS; *INDUSTRIAL PERSONNEL

ABSTRACT - PREPARED BY STATE AND AREA SUPERVISORS OF TRADE AND INDUSTRIAL EDUCATION, THIS MANUAL IS FOR USE BY CONFERENCE LEADERS IN PRESENTING TRAINING COURSES FOR SUPERVISORY PERSONNEL. THE GUIDE CONTAINS 11 TWO-HOUR CONFERENCES BASED UPON GROUP DISCUSSION AND BASIC HUMAN RELATIONS TECHNIQUES AND DESIGNED TO AID IN PREPARING EFFICIENT AND EFFECTIVE SUPERVISORS. EACH CONFERENCE PROVIDES: (1) INTRODUCTORY MATERIAL, (2) A CONFERENCE GUIDE LISTING NECESSARY INSTRUCTIONAL AIDS, CONTENT TO BE COVERED, AND SUGGESTIONS FOR THE LEADER, (3) CHARTS TO ILLUSTRATE THE MATERIAL, AND (4) HANDOUT MATERIAL AND CARDS. THE VARIOUS MATERIALS ARE COLOR-KEYED TO SIMPLIFY USE. CONFERENCE TITLES ARE: (1) SUPERVISORY CONFERENCES, (2) INDUCTING NEW EMPLOYEES, (3) JOB INSTRUCTION METHODS, (4) GIVING ORDERS AND INSTRUCTIONS, (5) ATTITUDE DEVELOPMENT, (6) CAUSES, PREVENTION, AND HANDLING OF GRIEVANCES, (7) DEVELOPING CONFIDENCE AND GETTING COOPERATION, (8) DISCIPLINE, (9) PROMOTION, TRANSFER, AND TRAINING FOR RESPONSIBILITY, (10) PROMOTING OCCUPATIONAL SAFETY, AND (11) HUMAN RELATIONS IN INDUSTRY. A CONFERENCE LEADER'S CODE AND LIST OF INSTRUCTIONAL MATERIALS ALSO ARE INCLUDED. (AW)

VT 009 969
SKUSE, HARLAND G.
BASIC ELECTRICITY. DIRECT CURRENT GENERATORS, MOTORS, AND CONTROLLERS.

THOMAS A. EDISON VOCATIONAL AND TECHNICAL HIGH SCHOOL, ELIZABETH, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75).
PUB DATE -   JUL65 176P.

DESCRIPTORS - *ELECTRICITY; ELECTRIC MOTORS; *LESSON PLANS; *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION; TEACHING GUIDES; INSTRUCTIONAL MATERIALS; ACHIEVEMENT TESTS; COURSE DESCRIPTIONS; COURSE OBJECTIVES; TEACHING PROCEDURES

ABSTRACT - THIS TEACHING GUIDE ON BASIC ELECTRICITY CONTAINS THE FOLLOWING 11 UNITS OF INSTRUCTION: (1) INTRODUCTION TO D.C. MACHINERY, FIVE LESSONS, (2) SHUNT GENERATORS, SIX LESSONS, (3) SERIES GENERATOR, ONE LESSON, (4) COMPOUND GENERATORS, SEVEN LESSONS, (5) PARALLEL OPERATION, TWO LESSONS, (6) INTRODUCTION TO D.C. MOTORS, FOUR LESSONS, (7) D.C. MOTOR MANUAL STARTERS, FOUR LESSONS, (8) D.C. SHUNT MOTORS, FOUR LESSONS, (9) D.C. SERIES MOTORS, TWO LESSONS, (10) COMPOUND MOTORS, FOUR

LESSONS, AND (11) AUTOMATIC MOTOR CONTROLS, FOUR LESSONS. EACH LESSON INCLUDES OBJECTIVE, RELATED INFORMATION, EQUIPMENT, PROCEDURE REVIEW QUESTIONS AND LINE DRAWINGS. ACHIEVEMENT TESTS FOR EACH UNIT ARE APPENDED. (GR)

VT 009 973
PHIPPS, D. BART
BASIC REFRIGERATION FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY; WORKBOOK NO. 11.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.25).
PUB DATE - ND 105P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; WORKBOOKS; *REFRIGERATION; ASSIGNMENTS

ABSTRACT - PREPARED BY A SUBJECT MATTER SPECIALIST, THIS WORKBOOK PROVIDES BASIC INSTRUCTION ON REFRIGERATION FOR USE IN APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY. CONTENTS INCLUDE INFORMATION SHEETS AND STUDENT ASSIGNMENTS FOR 17 INSTRUCTIONAL UNITS, INCLUDING: (1) BASIC PRINCIPLES OF REFRIGERATION, (2) EVAPORATORS, (3) CONDENSERS AND COOLING SYSTEMS, (4) MOTORS AND CONTROLS, (5) ACCESSORIES AND EQUIPMENT FOR REFRIGERATION SYSTEMS, (6) CALCULATING AND INSTALLING REFRIGERATION PIPING, (7) WATER AND DRAIN LINES, (8) SEASONAL OPERATION AND TROUBLE ANALYSIS, AND (9) COMMON SERVICE OPERATIONS. STUDENT PROGRESS REPORT SHEETS ARE PROVIDED FOR BOTH STUDENT AND INSTRUCTOR USE. THE REFERENCE TO BE USED WITH THIS WORKBOOK IS "REFRIGERATION MANUAL," AVAILABLE FROM THE TRANE COMPANY, LACROSSE, WISCONSIN, FOR $2.00. (AW)

VT 009 974
PIPING SPECIFICATION FOR PLAN NO. 3615, THE GIRDLER CORPORATION, GAS PROCESSES DIVISION FOR THE CONSTRUCTION OF LIQUID HYDROCARBON DESULFURIZATION PLANT.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL INDUSTRIAL EDUCATION
TEXAS STATE JOINT APPRENTICESHIP COMMITTEE FOR PLUMBING AND PIPE FITTING
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843.
PUB DATE - ND 29P.REFERENCE FOR WORKBOOK NO. 25 OF INSTRUCTIONAL MATERIAL FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY OF TEXAS.

DESCRIPTORS - *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; *SPECIFICATIONS

ABSTRACT - THESE SPECIFICATIONS ARE FOR USE WITH THE RELATED WORKBOOK, VT 010 012 (ALSO IN THIS ISSUE), AS PART OF AN APPRENTICESHIP PROGRAM FOR PLUMBERS AND PIPE FITTERS. FOLLOWING GENERAL INFORMATION, THE BULLETIN PROVIDES SPECIFICATIONS AND PLANS FOR CONSTRUCTION OF A HYPOTHETICAL LIQUID HYDROCARBON DESULFURIZATION PLANT. (AW)

VT 009 975
PULASKI, RICHARD E.
THEORY AND PRACTICE OF NATURAL GAS INSTALLATION FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY. WORKBOOK NO. 9.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.75).
PUB DATE - ND 143P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PLUMBING; *APPRENTICESHIPS; WORKBOOKS; ASSIGNMENTS; FUELS

ABSTRACT - THIS MANUAL ON THE THEORY AND PRACTICE OF NATURAL GAS INSTALLATION WAS PREPARED BY A SUBJECT MATTER SPECIALIST FOR USE IN PLUMBING AND PIPE FITTING APPRENTICE TRAINING. CONTENTS INCLUDE INFORMATION SHEETS AND STUDENT ASSIGNMENTS COVERING THE TOPICS OF NATURAL GAS AS A FUEL, GAS PIPING INSTALLATION, DESIGN AND ADJUSTMENT OF GAS BURNERS, AND VENTING GAS EQUIPMENT. THE MANUAL IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, FIGURES, AND PHOTOGRAPHS, AND ALSO INCLUDES STUDENT PROGRESS REPORTS FOR BOTH STUDENT AND INSTRUCTOR USE. (AW)

VT 009 976
PHIPPS, D. BART
SKETCHING AND PLAN READING FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY; WORKBOOK NO. 21.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.00).
PUB DATE - ND 47P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND

INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; WORKBOOKS; *GEOMETRIC CONCEPTS; ILLUSTRATIONS; GRAPHIC ARTS; ASSIGNMENTS

ABSTRACT - THIS WORKBOOK WAS PREPARED BY A SUBJECT MATTER SPECIALIST FOR USE IN THE TRAINING OF PLUMBING AND PIPE FITTING APPRENTICES IN SKETCHING AND IN READING PLANS AND BLUEPRINTS. CONTENTS INCLUDE STUDENT PROGRESS RECORDS, BOTH FOR STUDENT USE AND FOR THE INSTRUCTOR'S FILES, INFORMATION SHEETS, AND STUDENT ASSIGNMENT SHEETS PROVIDING SUBJECT, PURPOSE, REFERENCES, GENERAL INFORMATION, PROCEDURES, AND QUESTIONS. SOME AREAS COVERED ARE PROJECTION OF VIEWS, SKETCHING TECHNIQUES, MULTI-VIEW DRAWINGS, AND FREE HAND CIRCLES. LINE DRAWINGS, DIAGRAMS, AND SKETCHES ILLUSTRATE THE BULLETIN. (AW)

VT 009 996
PHIPPS, D. BART
FUNDAMENTALS OF PLUMBING INSTALLATION FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY; PACKET 8.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS STATE BOARD FOR VOCATIONAL EDUCATION, AUSTIN
TEXAS STATE JOINT APPRENTICESHIP COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($.50).
PUB DATE - MAY54 17P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *PLUMBING; *APPRENTICESHIPS; ASSIGNMENTS; LESSON PLANS

ABSTRACT - THIS BULLETIN WAS PREPARED BY A SUBJECT MATTER SPECIALIST FOR USE IN PLUMBING AND PIPE FITTING APPRENTICESHIP TRAINING CLASSES STUDYING FUNDAMENTALS OF PLUMBING INSTALLATION. INSTRUCTORS' LESSON PLANS ARE PROVIDED, INCLUDING SUBJECT, MATERIALS NEEDED, REFERENCES, INTRODUCTORY INFORMATION, AND ASSIGNMENTS TO BE MADE, FOLLOWED BY THE CORRESPONDING STUDENT ASSIGNMENT SHEETS. AREAS COVERED INCLUDE: (1) PLUMBING TRAPS, (2) VENTING AND VENTS, (3) INSTALLING AND TESTING HOUSE DRAINS, AND (4) CROSS CONNECTIONS IN PLUMBING AND WATER SUPPLY SYSTEMS. STUDENT PROGRESS RECORDS ARE PROVIDED FOR BOTH STUDENT AND TEACHER FILES. (AW)

VT 009 997
FIMMANO, RALPH, AND OTHERS
HIGHWAY DRAWING; TEACHER'S GUIDE. HIGHWAY TECHNICIANS PROGRAM, UNIT II.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE DEPARTMENT OF EDUCATION, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $1.25).
PUB DATE - 68 143P.

DESCRIPTORS - *DRAFTING; *TEACHING GUIDES; CIVIL ENGINEERING; *ENGINEERING TECHNICIANS; *TRANSPORTATION; *TECHNICAL EDUCATION; POST SECONDARY EDUCATION; CURRICULUM
IDENTIFIERS - *HIGHWAY DRAWING

ABSTRACT - THIS TEACHING GUIDE ON HIGHWAY DRAWING, THE SECOND OF A SERIES OF COURSES IN THE HIGHWAY TECHNICIANS PROGRAM, WAS DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR USE IN COURSE AND LESSON PLANNING. THE COURSE, DESIGNED FOR 35 HOURS OF INSTRUCTION AT THE ADULT EDUCATION LEVEL, INCLUDES THE FOLLOWING 14 LESSONS: (1) INTRODUCTION TO THE COURSE, (2) DRAWING EQUIPMENT, (3 AND 4) TWO LESSONS ON THE USE OF DRAWING EQUIPMENT, (5) TOPOGRAPHIC MAPS, (6) TOPOGRAPHIC SYMBOLS, (7) ABBREVIATIONS, LETTERING, AND INKING, (8) TECHNIQUES OF REPRODUCING DRAWINGS, (9) MAP PROJECTIONS, (10) U.S. GEOLOGICAL SURVEY MAPS, (11) PLOTTING FIELD NOTES (TRANSIT), (12) PLOTTING FIELD NOTES (CROSS-SECTIONS), (13) THE HIGHWAY PLAN, AND (14) AERIAL PHOTOGRAPHY AND THE DIGITAL COMPUTER. A GLOSSARY OF ABBREVIATIONS AND A FINAL EXAMINATION ARE APPENDED. TEACHERS ARE ENCOURAGED TO USE SUPPLEMENTAL MATERIALS. (GR)

VT 010 010
COURSE ORGANIZATION AND PLANNING; A TEACHING GUIDE FOR EXTENSION TEACHER TRAINING, UNIT 3.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS UNIV., AUSTIN. DIV. OF EXTENSION
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL INDUSTRIAL EDUCATION DIV.
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.75).
PUB DATE - 60 93P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *TEACHING GUIDES; EXTENSION EDUCATION; *TEACHER EDUCATION; TEACHING TECHNIQUES; TEACHING METHODS; *COURSE ORGANIZATION; EDUCATIONAL PLANNING

ABSTRACT - THIS THIRD OF A SERIES OF SIX TEACHER TRAINING GUIDES FOR PREPARING TEACHERS OF TRADE EXTENSION, APPRENTICE RELATED, SHORT-UNIT PREPARATORY AND SIMILAR CLASSES OF ADULTS IS DESIGNED TO ASSIST INSTRUCTORS IN GATHERING, ORGANIZING, AND PREPARING TEACHABLE CONTENT BASED UPON SOUND TRADE PRACTICES. THE 10-HOUR COURSE OUTLINE INCLUDES: (1) OVERVIEW OF COURSE MAKING PROCESSES, (2) OBJECTIVES OF COURSE, (3) QUALIFICATIONS OF LEARNERS, (4) TEACHING PROBLEMS, (5) DETERMINE SUBJECT MATTER, (6) LIST JOBS, TECHNICAL TOPICS, AUXILIARY TOPICS, OCCUPATIONAL INFORMATION AND SUPERVISED ACTIVITIES, (7) LIST AND ARRANGE JOBS ON DIFFICULTY SCALE, (8) SEPARATE JOBS INTO DO AND KNOW ELEMENTS, (9) PRESENT SHORT-CUT RELATED INSTRUCTIONAL ANALYSIS, AND (10) PREPARATION AND USE OF OBJECTIVE TESTS. SUGGESTED TEACHING TECHNIQUES, AIDS, AND STUDENT ACTIVITIES ARE INCLUDED FOR EACH

TOPIC. A BIBLIOGRAPHY, WORD DEFINITIONS, RELATED INSTRUCTION, LESSON PLANS, AND A SAMPLE COURSE OUTLINE ARE APPENDED. RELATED COURSE OUTLINES ARE AVAILABLE AS VT 010 011, VT 010 039-VT 010 041, AND VT 010 186 (ALL IN THIS ISSUE). (GR)

VT 010 011
INTRODUCTION TO TEACHING VOCATIONAL INDUSTRIAL SUBJECTS; A TEACHING GUIDE FOR EXTENSION TEACHER TRAINING, UNIT 1.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS UNIV., AUSTIN. DIV. OF EXTENSION
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL INDUSTRIAL EDUCATION DIV.
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.75).
PUB DATE - 60 92P.

DESCRIPTORS - *TEACHING GUIDES; *EXTENSION EDUCATION; *TEACHER EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; TEACHING METHODS; TEACHING TECHNIQUES; PLANNING

ABSTRACT - THIS FIRST OF A SERIES OF SIX TEACHER TRAINING COURSE GUIDES FOR PREPARING TEACHERS OF TRADE EXTENSION, APPRENTICE RELATED, SHORT UNIT PREPARATORY AND SIMILAR CLASSES FOR ADULTS IS RECOMMENDED FOR A 10-HOUR COURSE. THE COURSE OUTLINE INCLUDES: (1) INTRODUCTION, (2) FACTORS IN LEARNING AND TEACHING, (3) METHODS OF TEACHING TOOLS, (4) SUMMARIZE, (5) USE OF METHODS OF TEACHING, (6) HOW TO INSTRUCT, (7) TYPES OF LESSONS, (8) DETERMINING WHAT TO TEACH, (9) PLANNING FOR INSTRUCTION, (10) EXAMPLES OF PLANNED LESSONS, AND (11) TEST. TEACHING TECHNIQUES, INSTRUCTIONAL AIDS, AND STUDENT ACTIVITIES ARE SUGGESTED FOR EACH TOPIC. EXAMPLES OF TEACHING METHODS, LEARNING PROCEDURES, LESSON PLANS, AND EFFECTIVE EMPLOYEE TRAINING GUIDES ARE APPENDED. RELATED COURSE OUTLINES ARE AVAILABLE AS VT 010 010, VT 010 039-VT 010 041, AND VT 010 186 (ALL IN THIS ISSUE). (GR)

VT 010 012
PHIPPS, D. BART
INDUSTRIAL BLUEPRINTS FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY; APPRENTICE WORKBOOK 25.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS STATE BOARD FOR VOCATIONAL EDUCATION, AUSTIN
TEXAS STATE JOINT APPRENTICESHIP COMMITTEE FOR PLUMBING AND PIPE FITTING
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.00).
PUB DATE - ND 33P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; WORKBOOKS; *ASSIGNMENTS

ABSTRACT - PREPARED BY A SUBJECT MATTER SPECIALIST, THIS BULLETIN IS DESIGNED TO ACQUAINT PLUMBING AND PIPE FITTING APPRENTICES WITH TYPICAL PLANS AND SPECIFICATIONS OF INDUSTRIAL INSTALLATIONS. INCLUDED IN THE WORKBOOK ARE STUDENT PROGRESS RECORD SHEETS, BOTH FOR THE STUDENT'S NOTEBOOK AND INSTRUCTOR'S FILE, INFORMATION SHEETS, AND STUDENT ASSIGNMENT SHEETS PROVIDING SUBJECT, PURPOSE, REFERENCES, INTRODUCTORY INFORMATION, DETAILED PROCEDURES AND QUESTIONS TO BE ANSWERED. A REFERENCE FOR THIS WORKBOOK IS AVAILABLE AS VT 009 974, ALSO IN THIS ISSUE. (AW)

VT 010 013
PHIPPS, D. BART
BASIC INSTRUCTION FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY; WORKBOOK NO. 2.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.00).
PUB DATE - MAY59 72P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; WORKBOOKS; ASSIGNMENTS; MACHINE TOOLS; *HAND TOOLS

ABSTRACT - THIS BASIC INSTRUCTION WORKBOOK WAS PREPARED BY A SUBJECT MATTER SPECIALIST FOR USE IN TRAINING PROGRAMS FOR PLUMBING AND PIPE FITTING APPRENTICES. CONTENTS CONSIST OF INFORMATION SHEETS AND STUDENT ASSIGNMENTS FOR THE FOLLOWING TOPICS: (1) DRILLS AND DRILLING, (2) STEEL AND WROUGHT IRON PIPE, (3) CUTTING, THREADING, AND HOLDING TOOLS FOR SCREW PIPE WORK, (4) CUTTING AND THREADING PIPE, (5) STANDARD PIPE THREADS, (6) RANGE OF PIPE FITTINGS, (7) HOW TO READ FITTINGS, (8) TYPES OF VALVES AND COCKS, (9) HOW TO MAKE UP A SCREWED JOINT, (10) FILES AND THEIR USES, AND (11) HACK SAWS. STUDENT PROGRESS RECORDS ARE INCLUDED FOR BOTH STUDENT AND INSTRUCTOR USE. THE WORKBOOK IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, AND PHOTOGRAPHS. (AW)

VT 010 014
PHIPPS, D. BART
DRAWING AND PLAN READING FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY; APPRENTICE WORKBOOK 22.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
TEXAS STATE JOINT APPRENTICESHIP COMMITTEE FOR PLUMBING AND PIPE FITTING
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.75).

PUB DATE - ND 87P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; WORKBOOKS; ASSIGNMENTS; *GRAPHIC ARTS

ABSTRACT - PREPARED AND REVISED BY SUBJECT MATTER SPECIALISTS, THIS PLUMBING AND PIPE FITTING APPRENTICE WORKBOOK PROVIDES INSTRUCTION IN DRAWING AND PLAN READING. INFORMATION SHEETS AND STUDENT ASSIGNMENTS ARE GIVEN FOR THE TOPICS: (1) LINE VALUES, (2) STANDARD GRAPHICAL SYMBOLS, (3) SCALE DRAWINGS, (4) SECTIONAL VIEWS, (5) ISOMETRIC DRAWINGS, AND (6) BLUEPRINT READING. THE WORKBOOK ALSO INCLUDES AN ISOMETRIC SCALE GUIDE AND DRAWING PAPER, AND STUDENT PROGRESS RECORD SHEETS FOR BOTH TEACHER AND STUDENT USE. (AW)

VT 010 015
PHIPPS, D. BART
RIGGING AND SAFETY FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY; WORKBOOK NO. 7.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($.75).
PUB DATE - AUG55 48P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; *EQUIPMENT; WORKBOOKS; ASSIGNMENTS

ABSTRACT - PREPARED BY A SUBJECT MATTER SPECIALIST, THIS MANUAL PROVIDES INSTRUCTIONAL MATERIAL ON RIGGING AND SAFETY AS PART OF APPRENTICE TRAINING FOR THE PLUMBING AND PIPE FITTING INDUSTRY. INFORMATION SHEETS AND STUDENT ASSIGNMENTS ARE INCLUDED FOR THE FOLLOWING TOPICS: (1) MATERIAL HANDLING, (2) TRENCHES, (3) TYPES AND USES OF SLINGS, (4) MANILA ROPE, (5) KNOTS AND HITCHES, AND (6) CRANES AND DERRICKS. ALSO INCLUDED ARE STUDENT PROGRESS REPORTS FOR BOTH STUDENT AND INSTRUCTOR USE. THE MANUAL IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, AND PHOTOGRAPHS. THE REFERENCE TO BE USED WITH THIS WORKBOOK IS "STANDARD PRACTICES IN MECHANICAL CONSTRUCTION," AVAILABLE FROM THE GRINNELL COMPANY, PROVIDENCE, RHODE ISLAND. (AW)

VT 010 016
HIGHWAY DESIGN AND ESTIMATING: TEACHER'S GUIDE FOR UNIT VI OF PROGRAM FOR HIGHWAY TECHNICIANS.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 ($2.00, SINGLE COPIES).
PUB DATE - 68 230P.

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; *ADULT VOCATIONAL EDUCATION; *TECHNICAL EDUCATION; *CIVIL ENGINEERING; *TRANSPORTATION; ROAD CONSTRUCTION

ABSTRACT - THIS TEACHER'S GUIDE IS ONE OF A SERIES IN THE HIGHWAY TECHNICAINS PROGRAM WHICH WAS DEVELOPED THROUGH COOPERATION BETWEEN THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION AND THE STATE EDUCATION DEPARTMENT. THE SERIES OF NINE COURSES IS INTENDED TO PROVIDE FUNDAMENTAL INFORMATION TO PREPARE STUDENTS IN AN ADULT EDUCATION SETTING FOR WORK IN HIGHWAY PLANNING, DESIGN, CONSTRUCTION, AND MAINTENANCE. LESSONS DEAL WITH: (1) SEQUENCE OF DESIGN, (2) HIGHWAY CLASSIFICATION, (3) FEATURES OF DESIGN, (4) HORIZONTAL ALINEMENT, (5) VERTICAL ALINEMENT, (6) TYPICAL SECTIONS AND STANDARD STRUCTURE SHEETS, (7) GEOMETRIC AUXILIARIES, (8) THE ENGINEER'S ESTIMATE, AND (9) REPORT ON DESIGN AND ESTIMATE. OBJECTIVES FOR EACH LESSON ARE FOLLOWED BY A FORMAT OF TWO PARALLEL COLUMNS HEADED "CONTENT OUTLINE" AND "TEACHING POINTS AND TECHNIQUES." THE TOTAL TIME ALLOTMENT IS 38 HOURS. THE TEACHER SHOULD BE AN EXPERIENCED HIGH WAY ENGINEER WITH SPECIALIZED BACKGROUND IN DESIGN. THE STUDENTS SHOULD BE HIGH SCHOOL GRADUATES WHO HAVE STUDIED CALCULUS AND HAVE COMPLETED THE SERIES COURSE ON PRELIMINARY HIGHWAY PLANNING. (JK)

VT 010 018
SOILS AND DRAINAGE; TEACHER'S GUIDE FOR UNIT V, HIGHWAY TECHNICIANS PROGRAM.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $1.75).
PUB DATE - 67 207P.

DESCRIPTORS - *TEACHING GUIDES; CURRICULUM GUIDES; TRADE AND INDUSTRIAL EDUCATION; *ENGINEERING TECHNICIANS; *HIGHWAY ENGINEERING AIDES; TECHNICAL EDUCATION; ADULT VOCATIONAL EDUCATION; *SOIL SCIENCE; *AGRICULTURAL ENGINEERING

ABSTRACT - A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS DEVELOPED AND PREPARED THIS TEACHER'S GUIDE FOR USE IN ADULT EDUCATION PROGRAMS FOR HIGHWAY TECHNICIANS. IT IS INTENDED TO AID INSTRUCTORS IN PLANNING COURSES AND LESSONS DESIGNED TO PREPARE STUDENTS FOR ADVANCED WORK IN HIGHWAY PLANNING, DESIGN, CONSTRUCTION, AND MAINTENANCE. CONTENTS CONSIST OF 11 LESSONS, EACH PROVIDING CITED REFERENCES, OBJECTIVES, CONTENT OUTLINE, AND TEACHING POINTS AND TECHNIQUES. SOME OF THE TOPICS COVERED ARE: (1) INDEX PROPERTIES OF SOILS, (2) SOIL DESCRIPTION AND CLASSIFICATION, (3) ENGINEERING PROPERTIES OF SOILS, (4) SOIL WATER, (5) COMPACTION OF EMBANKMENT SOILS, (6) COMPACTION CONTROL

TEST, (7) INFLUENCE OF SOIL CONDITIONS OF HIGHWAY DESIGN AND CONSTRUCTION, AND (8) HIGHWAY DRAINAGE. A GLOSSARY OF SYMBOLS, SAMPLE FINAL EXAMINATION WITH ANSWERS, AND BIBLIOGRAPHY AND REFERENCE KEY SYMBOLS ALSO ARE INCLUDED. AN EXPERIENCED HIGHWAY ENGINEER WITH SPECIALIZED BACKGROUND IN SOILS SHOULD TEACH THE 36-HOUR COURSE, AND STUDENTS MUST BE HIGH SCHOOL GRADUATES, HAVE COMPLETED PREREQUISITES, AND HAVE SCORED HIGH ON A REQUIRED MATHEMATICS TEST. SUPPLEMENTAL MEDIA IS DESIRABLE IN PRESENTING THE COURSE. (AW)

VT 010 019
CONCRETE MANUAL; A MANUAL FOR THE CONTROL OF CONCRETE CONSTRUCTION.

DEPARTMENT OF THE INTERIOR, WASHINGTON, D.C.
BUREAU OF RECLAMATION
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(I27.19/2:C74/966, $3.25).
PUB DATE - 66 675P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CEMENT INDUSTRY; *INSTRUCTIONAL MATERIALS; MANUALS; SUPPLEMENTARY TEXTBOOKS

ABSTRACT - THIS SEVENTH EDITION OF THE CONCRETE MANUAL CONTAINS FOR THE FIRST TIME INFORMATION ON PRESTRESSED CONCRETE, ELASTIC FRACTIONATION, HYDRAULIC JIGGING, DESCRIPTION OF WATER-REDUCING, SET-RETARDING ADMIXTURES, MORTAR LINING AND COATING TO STEEL PIPE, AND OTHER UP-TO-DATE USES OF CONCRETE. THE MANUAL IS DIVIDED INTO EIGHT CHAPTERS: (1) CONCRETE AND CONCRETE MATERIALS, (2) INVESTIGATION AND SELECTION OF CONCRETE MATERIALS, (3) CONCRETE MIXES, (4) INSPECTION, FIELD LABORATORY FACILITIES, AND REPORTS, (5) CONCRETE MANUFACTURING, (6) HANDLING, PLACING, FINISHING, AND CURING, (7) REPAIR AND MAINTENANCE OF CONCRETE, AND (8) SPECIAL TYPES OF CONCRETE AND MORTAR. VARIOUS CONCRETE TEST DESCRIPTIONS, A REFERENCE LIST OF INSPECTION ITEMS, AND A SELECTED BIBLIOGRAPHY ARE APPENDED. (GR)

VT 010 024
PULASKI, RICHARD F.
BASIC INSTRUCTION: APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY, APPRENTICE WORKBOOK 4.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($.75).
PUB DATE - SEP64 49P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; WORKBOOKS; *MATHEMATICS; CALCULATION; ASSIGNMENTS

ABSTRACT - THIS WORKBOOK WAS PREPARED BY A SUBJECT MATTER SPECIALIST TO PROVIDE BASIC INSTRUCTION IN PLUMBING AND PIPE FITTING APPRENTICE TRAINING PROGRAMS. INFORMATION SHEETS AND STUDENT ASSIGNMENT SHEETS LISTING SUBJECT MATTER, PURPOSE, REFERENCES, GENERAL INFORMATION, DIRECTIONS, AND PROBLEMS TO BE SOLVED ARE PROVIDED FOR THE FOLLOWING SUBJECTS: (1) CALCULATING AREA OF QUADRILATERALS, TRIANGLES, CIRCLES, AND CYLINDERS, (2) CALCULATING VOLUME OF RECTANGLES AND CYLINDERS, (3) CALCULATING MEASUREMENTS OF VOLUMES AND WEIGHTS OF WATER, AND (4) WATER PRESSURE, HEAD AND FORCE. REFERENCE TABLES AND STUDENT PROGRESS REPORTS FOR BOTH STUDENTS' AND INSTRUCTORS' FILES ARE ALSO INCLUDED. (AW)

VT 010 025
PULASKI, RICHARD F.
BASIC INSTRUCTION APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY, APPRENTICE WORKBOOK 3.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($.75).
PUB DATE - ND 54P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *PLUMBING; WORKBOOKS; ASSIGNMENTS; *MATHEMATICS

ABSTRACT - PREPARED BY A SUBJECT MATTER SPECIALIST, THIS WORKBOOK PROVIDES BASIC MATHEMATICAL INSTRUCTION FOR APPRENTICESHIP TRAINING IN PLUMBING AND PIPE FITTING. INFORMATION SHEETS AND STUDENT ASSIGNMENT SHEETS GIVE SUBJECT, PURPOSE, REFERENCES, GENERAL INFORMATION, DIRECTIONS, AND PROBLEMS USING TRIANGLE FORMULAS, AND FIGURING SQUARE ROOTS AND OFFSETS. REFERENCE TABLES ARE APPENDED, AND THE WORKBOOK IS ILLUSTRATED WITH NUMEROUS DIAGRAMS AND LINE DRAWINGS. (AW)

VT 010 026
PHIPPS, C. BART
PRINCIPLES OF HEATING FOR APPRENTICE TRAINING IN THE PLUMBING AND PIPE FITTING INDUSTRY, PACKET 10.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
TEXAS STATE JOINT APPRENTICESHIP COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($.50).
PUB DATE - SEP54 21P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS;

*PLUMBING; ASSIGNMENTS; *HEATING

ABSTRACT - PREPARED BY A SUBJECT MATTER SPECIALIST, THIS BULLETIN IS FOR STUDENT USE IN LEARNING BASIC PRINCIPLES OF HEATING IN APPRENTICESHIP TRAINING PROGRAMS IN PLUMBING AND PIPE FITTING. CONTENTS CONSIST OF STUDENT ASSIGNMENT SHEETS PROVIDING SUBJECT, PURPOSE, REFERENCES, GENERAL INFORMATION, DIRECTIONS AND QUESTIONS TO BE ANSWERED IN THE FOLLOWING AREAS: (1) PRESSURE OF LIQUIDS, (2) WEIGHT, DENSITY AND SPECIFIC GRAVITY, (3) CHARACTERISTICS OF HEAT, (4) STEAM TABLES, (5) HEATING SYSTEMS, (6) THEORY OF HEAT AND PROPERTIES OF WATER, (7) TYPES AND FUNCTIONS OF BOILERS, AND (8) PIPING SYSTEMS. STUDENT PROGRESS RECORDS FOR STUDENT AND INSTRUCTOR USE ARE INCLUDED. (AW)

VT 010 029
RONHOVDE, I.N.
SEWAGE WORKS OPERATION; UNIT I.

TEXAS A AND M UNIV., COLLEGE STATION. WATER AND SEWAGE WORKS TRAINING
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL INDUSTRIAL EDUCATION
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.50).
PUB DATE - ND 64P.

DESCRIPTORS - *RESOURCE MATERIALS; MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE OCCUPATIONS; TECHNICAL EDUCATION; UTILITIES; *SANITATION; *ENVIRONMENTAL TECHNICIANS; PUBLIC HEALTH
IDENTIFIERS - *SEWAGE WORKS OPERATION

ABSTRACT - DEVELOPED BY THE WATER UTILITIES TRAINING SECTION OF THE TEXAS ENGINEERING EXTENSION SERVICE, THIS MANUAL IS FOR USE IN BEGINNING CLASSES IN SEWAGE WORKS OPERATION. IT IS ONE OF A SERIES OF TRAINING MANUALS INTENDED TO FURNISH INFORMATION TO THE SEWAGE WORKS OPERATOR CONCERNING THE COMPOSITION AND CHARACTERISTICS OF SEWAGE, VARIOUS PROCESSES OF SEWAGE TREATMENT, AND PROCEDURES TO BE USED IN SEWAGE WORKS OPERATION. THE CONTENT INCLUDES SECTIONS ON: (1) SEWAGE, WHICH PROVIDES GENERAL INFORMATION AND DEFINITIONS, (2) CHARACTERISTICS OF SEWAGE, (3) THE SEWAGE COLLECTION SYSTEM, (4) PRIMARY TREATMENT, (5) TWO STORY TANKS, (6) SLUDGE DIGESTION, (7) SECONDARY TREATMENT OF SEWAGE, (8) USES OF CHLORINE IN SEWAGE OPERATION, (9) ROUTINE TESTS, AND (10) SAFETY. NUMEROUS PHOTOGRAPHS, LINE DRAWINGS, AND DIAGRAMS ILLUSTRATE THE MANUAL, AND A GLOSSARY OF SEWAGE TERMS AND DEFINITIONS IS APPENDED. RELATED DOCUMENTS IN THE SERIES ARE AVAILABLE AS VT 010 033 AND VT 010 034, BOTH IN THIS ISSUE. (AW)

VT 010 030
AUTO BODY REPAIR AND PAINTING; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.25).
PUB DATE - JUL64 69P.

DESCRIPTORS - *CURRICULUM GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; *SKILLED OCCUPATIONS

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE FOR TEACHER USE IN COURSE AND LESSON PLANNING. THE COURSE CONTENT, DESIGNED FOR A 2-YEAR PERIOD, INCLUDES: (1) OBJECTIVES, (2) DEVELOPMENT OF A DETAILED COURSE OF STUDY, (3) ITEMS THAT SHOULD BE INCLUDED IN ALL VOCATIONAL COURSES, (4) A FIRST YEAR COURSE OUTLINE WHICH INCLUDES AN INTRODUCTION, BODY REPAIR TOOLS, OXY-ACETYLENE WELDING, BODY ALIGNMENT, DISASSEMBLING BODY, AND HARDWARE TRIM, AND (5) THE SECOND YEAR COURSE OUTLINE INCLUDING ORIENTATION TO AUTO-BODY PAINT, AUTO-BODY PAINTING EQUIPMENT, AUTO-BODY FINISHING MATERIALS, AUTO-BODY PAINTING OPERATIONS AND TECHNIQUES, PAINTING OPERATIONS, AND PREPARATION OF A PAINT JOB FOR DELIVERY. TEACHING SUGGESTIONS AND SOURCES OF INFORMATION ARE PROVIDED FOR EACH TOPIC. A BIBLIOGRAPHY, FILMSTRIP LIST, FILM LIST, TOOL AND EQUIPMENT LIST AND AN AUTO BODY REPAIR AND PAINT SHOP LAYOUT ARE APPENDED. (GR)

VT 010 031
BUILDING TRADES; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.00).
PUB DATE - 63 50P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; BRICKLAYING; CABINETMAKING; PAINTING; PLUMBING; *CURRICULUM GUIDES; TEACHING GUIDES; INSTRUCTIONAL MATERIALS; CARPENTERS; *SKILLED OCCUPATIONS; BIBLIOGRAPHIES

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE FOR TEACHER USE IN COURSE AND LESSON PLANNING. THE COURSE CONTENT, DESIGNED FOR A 2-YEAR PERIOD, INCLUDES: (1) PLANNING INSTRUCTIONAL PROJECTS, (2) BLUEPRINT READING, (3) CARPENTRY, (4) PAINTING AND DECORATING, (5) PLUMBING, (6) BRICKLAYING, (7) ELECTRICAL WIRING, AND (8) CABINETS AND MILL WORK. TEACHING SUGGESTIONS AND INFORMATION SOURCES ARE PROVIDED FOR EACH TOPIC. A BIBLIOGRAPHY, FILM LIST, TOOL AND EQUIPMENT LIST, AND A SUGGESTED SHOP LAYOUT ARE APPENDED. (GR)

VT 010 032
FIRE PROTECTION ADMINISTRATION; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE

INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 (SINGLE COPIES WITHOUT CHARGE).
PUB DATE - ND 39P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FIRE FIGHTERS; *FIRE SCIENCE EDUCATION; *FIRE PROTECTION; SECONDARY GRADES

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING AND PRESENTING A 1-SEMESTER HIGH SCHOOL COURSE IN FIRE PROTECTION ADMINISTRATION AND SERVICES. THE COURSE IS INTENDED TO PREPARE STUDENTS FOR ENTRY EITHER INTO FIRE PROTECTION SERVICES WHERE THEY WILL RECEIVE CONTINUED ON-THE-JOB TRAINING, OR INTO FIRE PREVENTION TECHNOLOGY PROGRAMS ON THE POST-SECONDARY LEVEL OR AT FIREMEN TRAINING ACADEMIES. FOLLOWING BRIEF INTRODUCTORY MATERIAL, A TOPICAL OUTLINE OF THE COURSE, INCLUDING INFORMATION AND SKILLS TO BE TAUGHT, TEACHING TECHNIQUES, AND INFORMATION SOURCES, COVERS: (1) ORGANIZATION OF FIRE DEPARTMENT, (2) APPARATUS AND EQUIPMENT, (3) COMMUNICATIONS AND FIRE ALARM SYSTEMS, (4) DISTRIBUTION OF EQUIPMENT AND PERSONNEL, (5) WATER SUPPLY FOR FIRE SERVICE, (6) CHEMISTRY OF FIRE, (7) TECHNIQUES OF FIRE FIGHTING, (8) MUNICIPAL AND STATE FIRE PROTECTION AGENCIES, (9) LEGAL ASPECTS OF FIRE PREVENTION, (10) FIRE INVESTIGATION AND INCENDIARISM, (11) FIRE DEFENSE AND INSURANCE RATES, (12) RECORDS, REPORTS AND EVALUATION, AND (13) PERSONNEL MANAGEMENT. SUGGESTED TEACHING METHODS ARE ALSO GIVEN, WITH THE DESCRIPTION, ADVANTAGES, DISADVANTAGES, AND RECOMMENDED TIME FOR USE PROVIDED FOR EACH METHOD. A BIBLIOGRAPHY IS INCLUDED. (AW)

VT 010 033
THE SEWERAGE SYSTEM CONSTRUCTION AND OPERATION; UNIT III.

TEXAS A AND M UNIV., COLLEGE STATION. WATER AND SEWAGE WORKS TRAINING
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL INDUSTRIAL EDUCATION
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.50).
PUB DATE - ND 71P.

DESCRIPTORS - *RESOURCE MATERIALS; MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *ENVIRONMENTAL TECHNICIANS; *SANITATION; *SERVICE OCCUPATIONS; UTILITIES; TECHNICAL EDUCATION; PUBLIC HEALTH
IDENTIFIERS - *SEWERAGE SYSTEMS

ABSTRACT - ONE OF A SERIES OF SEWAGE WORKS TRAINING MANUALS DEVELOPED BY THE WATER UTILITIES TRAINING SECTION OF THE TEXAS ENGINEERING EXTENSION SERVICE, THIS MANUAL PROVIDES BASIC INFORMATION ON THE OPERATION AND MAINTENANCE OF SEWAGE COLLECTING SYSTEMS. IT IS INTENDED FOR USE IN COURSES DEALING WITH THAT PHASE OF SEWAGE TREATMENT CONCERNED WITH SYSTEM CONSTRUCTION AND OPERATION. CONTENTS INCLUDE INFORMATION ABOUT: (1) SOURCES AND TYPES OF SEWAGE, (2) DESIGN FEATURES OF COLLECTING SYSTEMS, (3) MATERIALS, (4) CONSTRUCTION METHODS, (5) OPERATION, (6) MAINTENANCE, (7) MAPS AND RECORDS, AND (8) SAFETY. A TABLE OF EQUIVALENTS, LIST OF TERMS AND ABBREVIATIONS, SEWERAGE SYSTEM COMPUTATIONS, AND USEFUL FORMULAS ARE APPENDED. THE MANUAL IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS, DRAWINGS, TABLES, AND DIAGRAMS. OTHER DOCUMENTS IN THE SERIES ARE AVAILABLE AS VT 010 034 AND VT 010 029, BOTH IN THIS ISSUE. (AW)

VT 010 034
RONHOVDE, I.N.
SEWAGE TREATMENT; UNIT II.

TEXAS A AND M UNIV., COLLEGE STATION. WATER UTILITIES TRAINING
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL INDUSTRIAL EDUCATION
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.50).
PUB DATE - ND 94P.

DESCRIPTORS - *RESOURCE MATERIALS; MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *ENVIRONMENTAL TECHNICIANS; *SANITATION; *SERVICE OCCUPATIONS; UTILITIES; TECHNICAL EDUCATION; PUBLIC HEALTH
IDENTIFIERS - *SEWAGE TREATMENT

ABSTRACT - THIS MANUAL IS THE SECOND IN A SERIES OF SEWAGE WORKS TRAINING MANUALS DEVELOPED BY THE WATER UTILITIES TRAINING SECTION OF THE TEXAS ENGINEERING EXTENSION SERVICE. FOR USE IN COURSES IN SEWAGE TREATMENT, IT IS INTENDED TO EXTEND THE BASIC INFORMATION IN THE UNIT I SEWAGE WORKS OPERATION MANUAL (VT 010 029, ALSO IN THIS ISSUE) AND ALSO TO FURNISH ADDITIONAL INFORMATION OF A MORE ADVANCED AND TECHNICAL NATURE FOR THE SEWAGE WORKS OPERATOR. CONTENTS INCLUDE: (1) COMPOSITION AND CHARACTERISTICS OF SEWAGE, (2) PRIMARY TREATMENT, (3) SLUDGE TREATMENT AND DISPOSAL, (4) TYPES OF DIGESTION, (5) SECONDARY TREATMENT PROCESSES, (6) ACTIVATED SLUDGE PROCESS, (7) CONTACT AERATION, (8) BIOLOGICAL STABILIZATION PONDS, (9) DETERMINATION OF OPERATING PROCEDURES AND RESULTS, (10) USE OF CHLORINE IN SEWAGE TREATMENT, (11) RECORDS AND SAFETY, AND (12) MEASUREMENT OF SEWAGE FLOW. DEFINITIONS OF TERMS RELATED TO SEWAGE TREATMENT AND SEWAGE TREATMENT PLANT ARITHMETIC AND FORMULAS ARE APPENDED. THE THIRD MANUAL IN THE SERIES IS AVAILABLE AS VT 010 033, ALSO IN THIS ISSUE. (AW)

VT 010 037
VOCATIONAL AND INDUSTRIAL EDUCATION; A TEACHERS GUIDE FOR INTRODUCTION TO VOCATIONAL INDUSTRIAL EDUCATION FOR HIGH SCHOOL STUDENTS ENROLLED IN VOCATIONAL INDUSTRIAL EDUCATION CLASSES.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS UNIV., AUSTIN. DIV. OF EXTENSION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INSTRUCTIONAL MATERIALS PRODUCTION,

ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($2.00).
PUB DATE - ND 203P.

DESCRIPTORS - *ORIENTATION; *TEACHING GUIDES; OBJECTIVES; SECONDARY GRADES; *WORK ATTITUDES; SCHOOL COMMUNITY RELATIONSHIP; *TRADE AND INDUSTRIAL EDUCATION; BIBLIOGRAPHIES

ABSTRACT - THIS TEACHER'S GUIDE PRESENTS BASIC INFORMATION ESSENTIAL FOR HIGH SCHOOL STUDENTS TO UNDERSTAND THE NATURE OF INDUSTRIAL TRAINING. INCLUDED ARE: (1) OBJECTIVES, (2) DIRECTIONS ON HOW TO USE THE GUIDE, (3) EIGHT LESSONS ON OCCUPATIONAL TRAINING--PAST AND PRESENT, (4) EIGHT LESSONS IN EDUCATION AND WORK, (5) SEVEN LESSONS IN DEVELOPING OCCUPATIONAL COMPETENCE THROUGH VOCATIONAL-INDUSTRIAL EDUCATION, AND (6) TWO LESSONS ON COMMUNITY-SCHOOL RELATIONS. EACH LESSON PLAN OUTLINES THE AIM, TEACHING AIDS AND MATERIALS, REFERENCES, STUDENT PREPARATION, STEPS IN TEACHING, AND EVALUATION. A TEACHER INFORMATION SHEET FOR STUDENT ORGANIZATIONS AND A BIBLIOGRAPHY ARE APPENDED. (GR)

VT 010 038
FIRE DEPARTMENT PUMP AND ACCESSORIES; PRINCIPLES OF OPERATION.

TEXAS A AND M UNIV., COLLEGE STATION. FIREMAN'S TRAINING SCHOOL
TEXAS STATE FIREMEN'S AND FIRE MARSHAL'S ASSOCIATION
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.00).
PUB DATE - JUN63 44P.

DESCRIPTORS - *MANUALS; *FIRE SCIENCE EDUCATION; *FIRE FIGHTERS; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS HANDBOOK WAS PREPARED FOR USE IN FIRE DEPARTMENT PUMP THEORY CLASSES AT THE FIREMAN'S TRAINING SCHOOL, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, BY MEMBERS OF THE INSTRUCTIONAL STAFF. ITS PURPOSE IS TO PROVIDE INFORMATION USEFUL IN FAMILIARIZING PUMP OPERATORS WITH THEIR EQUIPMENT AND ITS EFFICIENT USE. CONTENTS COVER: (1) PUMP THEORY, (2) FIRE DEPARTMENT PUMPS, INCLUDING PISTON PUMPS, ROTARY PUMPS, AIR CHAMBERS, AND CENTRIFUGAL PUMPS, (3) PUMP ACCESSORIES, SUCH AS REGULATING AND PRIMING DEVICES, PRESSURE REGULATORS, TACHOMETERS, GAUGES, AND COOLING SYSTEMS, (4) TEST RECORD SHEETS, AND (5) THREE HOUR ACCEPTANCE TESTS FOR FIRE APPARATUS DELIVERED IN TEXAS. THE HANDBOOK IS ILLUSTRATED WITH NUMEROUS DRAWINGS AND DIAGRAMS. (AW)

VT 010 039
ORGANIZATION AND MANAGEMENT OF VOCATIONAL INDUSTRIAL EDUCATION; A TEACHING GUIDE FOR EXTENSION TEACHER TRAINING, UNIT 5.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS UNIV., AUSTIN. DIV. OF EXTENSION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.25).
PUB DATE - 65 55P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *TEACHING GUIDES; *EXTENSION EDUCATION; *TEACHER EDUCATION; ORGANIZATION; MANAGEMENT

ABSTRACT - THIS FIFTH OF A SERIES OF SIX TEACHER TRAINING COURSE GUIDES FOR PREPARING TEACHERS OF TRADE EXTENSION, APPRENTICE RELATED, SHORT UNIT PREPARATORY AND SIMILAR CLASSES OF ADULTS WAS DESIGNED FOR A 10-HOUR COURSE. THE OUTLINE INCLUDES: (1) REVIEW OF MATERIALS, (2) REVIEW OF TEACHING PROBLEMS, (3) HISTORICAL BACKGROUND AND OBJECTIVES OF VOCATIONAL EDUCATION, (4) PUBLIC AND INDUSTRIAL RELATIONS, (5) STATE AND LOCAL ORGANIZATIONS FOR TRADE AND INDUSTRIAL EDUCATION, (6) RELATION OF VOCATIONAL EDUCATION TO THE TOTAL EDUCATIONAL PROGRAM, (7) IMPORTANCE OF TEACHING VOCATIONAL INDUSTRIAL SUBJECTS, (8) PROFESSIONAL ORGANIZATIONS, AND (9) INFORMATION ON PERMANENT CERTIFICATION. TEACHING TECHNIQUES, INSTRUCTIONAL AIDS, AND STUDENT ACTIVITIES ARE SUGGESTED FOR EACH TOPIC. TEACHER REFERENCE MATERIAL IS APPENDED. RELATED COURSE OUTLINES ARE AVAILABLE AS VT 010 010, VT 010 011, VT 010 040, VT 010 041, AND VT 010 186 (ALL IN THIS ISSUE). (GR)

VT 010 040
THE USE OF INSTRUCTIONAL AIDS; A TEACHING GUIDE FOR EXTENSION TEACHER TRAINING, UNIT 4.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS UNIV., AUSTIN. DIV. OF EXTENSION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.50).
PUB DATE - 65 83P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *TEACHING GUIDES; EXTENSION EDUCATION; *TEACHER EDUCATION; *AUDIOVISUAL AIDS; INSTRUCTIONAL AIDS

ABSTRACT - THIS FOURTH OF A SERIES OF SIX TEACHER TRAINING GUIDES FOR PREPARING TEACHERS OF TRADE EXTENSION, APPRENTICE RELATED, SHORT-UNIT PREPARATORY AND SIMILAR CLASSES FOR ADULTS IS DESIGNED TO ASSIST INSTRUCTORS IN USING A VARIETY OF VISUAL AIDS. THE 10-HOUR COURSE OUTLINE INCLUDES: (1) USE OF POSTERS, WALL CHARTS, AND OTHER VISUAL MATERIALS, (2) REVIEW-TEACHING WITH PRINTED MATERIALS, (3) USE OF MOTION PICTURES, (4) USE OF OVERHEAD PROJECTOR, AND (5) PRACTICE SESSION TO INCLUDE STRIP FILM AND SLIDE PROJECTOR, THE CHALKBOARD, MOTION PICTURE PROJECTOR, AND OVERHEAD PROJECTOR.

SUGGESTED TEACHING TECHNIQUES, AIDS, AND STUDENT ACTIVITIES ARE INCLUDED FOR EACH TOPIC. CHARACTERISTICS OF A GOOD VISUAL AID, SUGGESTED TYPES OF INSTRUCTIONAL MATERIALS AND THEIR USES, A SAMPLE ASSIGNMENT SHEET, A SAMPLE OPERATION SHEET, SAMPLE INDIVIDUAL SUGGESTION SHEETS FOR USING EIGHT DIFFERENT VISUAL AIDS, AND SCHEMATIC THREADING DIAGRAMS FOR DIFFERENT STYLES OF MOVIE PROJECTORS ARE APPENDED. RELATED COURSE OUTLINES ARE AVAILABLE AS VT 010 010, VT 010 011, VT 010 039, VT 010 041, AND VT 010 186 (ALL IN THIS ISSUE). (GR)

VT 010 041
ORGANIZING AND TEACHING ACCIDENT PREVENTION SUBJECTS; A TEACHING GUIDE FOR EXTENSION TEACHER TRAINING, UNIT 6.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS UNIV., AUSTIN. DIV. OF EXTENSION
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION DIV.
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.00).
PUB DATE - 66 45P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; EXTENSION EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; *TEACHER EDUCATION; *ACCIDENT PREVENTION; INSTRUCTIONAL MATERIALS; SAFETY EDUCATION; EPISODE TEACHING

ABSTRACT - THIS OUTLINE IS ONE OF A SERIES OF TEACHER TRAINING GUIDES FOR PREPARING TEACHERS OF TRADE EXTENSION, APPRENTICE RELATED, SHORT-UNIT PREPARATORY AND SIMILAR CLASSES FOR ADULTS IN A 10-HOUR COURSE. PART I INCLUDES: (1) INTRODUCTION, (2) REASONS AND INCENTIVES FOR ACCIDENT PREVENTION, (3) AXIOMS AND INDUSTRIAL SAFETY, (4) BASIC PHILOSOPHY OF ACCIDENT OCCURRENCE AND PREVENTION, AND (5) ACCIDENT-PREVENTION METHOD. PART II, ON WORKSHOP ACTIVITIES, INCLUDES: (1) EXPECTED OUTCOMES, (2) ORGANIZATION OF LESSON PLANS ON SAFETY SUBJECTS, (3) PRACTICE TEACHING, AND (4) REVIEW AND SUMMARY. SUGGESTED TEACHING TECHNIQUES, AIDS, AND STUDENT ACTIVITIES ARE INCLUDED FOR EACH OF THE TOPICS. REFERENCES AND SUGGESTED HAND-OUT MATERIALS FOR PART I AND PART II ARE APPENDED. RELATED COURSE OUTLINES ARE AVAILABLE AS VT 010 010, VT 010 011, VT 010 039, VT 010 040, AND VT 010 186, ALL IN THIS ISSUE. (GR)

VT 010 043
REFRIGERATION AND AIR CONDITIONING; SUGGESTED BASIC COURSE OUTLINE FOR FIRST AND SECOND YEARS TRADE PREPARATORY INSTRUCTION, TEXAS PUBLIC SCHOOLS.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.00).
PUB DATE - 59 52P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *AIR CONDITIONING; *REFRIGERATION; *REFRIGERATION MECHANICS; SERVICE OCCUPATIONS; CLIMATE CONTROL

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE FOR TEACHER USE IN COURSE AND LESSON PLANNING. THE FIRST YEAR COVERS: (1) ORIENTATION, (2) BASIC FUNDAMENTALS, (3) THEORY OF MECHANICAL REFRIGERATION, (4) TOOLS AND EQUIPMENT, (5) BASIC ELECTRICITY, AND (6) ELECTRIC MOTORS. SERVICING REFRIGERATION AND AIR CONDITIONING EQUIPMENT, TROUBLESHOOTING, AND COMMERCIAL REFRIGERATION ARE EMPHASIZED IN THE SECOND YEAR. TEACHING SUGGESTIONS AND SOURCES OF INFORMATION ARE PROVIDED FOR EACH TOPIC. A BIBLIOGRAPHY IS APPENDED. (GR)

VT 010 054
POLICE ADMINISTRATION; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 (SINGLE COPIES AVAILABLE WITHOUT CHARGE).
PUB DATE - ND 179P.

DESCRIPTORS - *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *POLICE; *LAW ENFORCEMENT; SECONDARY GRADES

ABSTRACT - THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING AND IMPLEMENTING HIGH SCHOOL LEVEL COURSES DESIGNED TO PREPARE STUDENTS FOR ENTRY INTO LAW ENFORCEMENT WORK OR FOR CONTINUED EDUCATION ON THE POSTSECONDARY LEVEL OR AT POLICE TRAINING ACADEMIES. THE 1-SEMESTER COURSE IS INTENDED TO FURNISH STUDENTS WITH AN UNDERSTANDING AND KNOWLEDGE OF THE FUNCTIONS AND IMPORTANCE OF LAW ENFORCEMENT SERVICES, TO INFORM THEM OF EMPLOYMENT OPPORTUNITIES, AND TO ACQUAINT THEM WITH THE RESPONSIBILITIES, KNOWLEDGE, AND SKILLS REQUIRED OF POLICE OFFICERS. CONTENTS INCLUDE TOPICAL OUTLINES COVERING: (1) INTRODUCTION, (2) CRIMINAL LAW, (3) CRIMINAL PROCEDURE, (4) TRAFFIC PROCEDURES, (5) IDENTIFICATION PROCEDURES, (6) OFFICE PROCEDURES, (7) POLICE EMERGENCIES AND SPECIAL ASSIGNMENTS, AND (8) MOOT COURT; WITH EACH OUTLINE PROVIDING INFORMATION AND SKILLS TO BE TAUGHT, METHODS, TECHNIQUES AND AIDS, AND INFORMATION SOURCES. A CHART OF SUGGESTED TEACHING METHODS, A BIBLIOGRAPHY, AND A LIST OF TRAINING FILMS ARE INCLUDED. (AW)

VT 010 055
RADIO AND TELEVISION SERVICING; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN

INSTRUCTIONAL MATERIALS PRODUCTION,
ENGINEERING EXTENSION SERVICE, TEXAS A AND M
UNIVERSITY, COLLEGE STATION, TEXAS 77843
($1.25).
PUB DATE - 64 80P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; TEACHING GUIDES; INSTRUCTIONAL MATERIALS; BIBLIOGRAPHIES; *TELEVISION REPAIRMEN; *SKILLED OCCUPATIONS; *SERVICE OCCUPATIONS

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE FOR TEACHER USE IN COURSE AND LESSON PLANNING. THE 2-YEAR COURSE OUTLINE INCLUDES: (1) OBJECTIVES, (2) DEVELOPING A COURSE OF STUDY, (3) ITEMS FOR INCLUSION IN ALL VOCATIONAL-INDUSTRIAL COURSES, (4) A FIRST-YEAR OUTLINE INCLUDING INTRODUCTION TO ELECTRONICS, HAND AND POWER TOOLS, PRINTED CIRCUIT TECHNIQUES, BASIC ELECTRONICS, MAGNETISM, ALTERNATING CURRENT, VACUUM TUBES, SOUND REPRODUCTION, RECEPTION OF RADIO WAVES, AND TRANSISTORS, AND (5) THE SECOND YEAR INCLUDING RADIO SERVICING, TELEVISION SERVICING, SHOP PRACTICES, CUSTOMER RELATIONS, DIAGNOSIS, FREQUENCY MODULATION, INTRODUCTION, TEST EQUIPMENT, TROUBLE SHOOTING, ALIGNMENT, ANTENNAE, AND COLOR TELEVISION. SUGGESTIONS AND A SOURCE LIST FOR TEACHING EACH TOPIC ARE PROVIDED. A BIBLIOGRAPHY, VISUAL AIDS, TOOL AND EQUIPMENT LIST, AND A FLOOR PLAN ARE APPENDED. (GR)

VT 010 063
DIESEL SERVICING; A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM.

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PUB DATE - 69 127P.

DESCRIPTORS - *POST SECONDARY EDUCATION; *CURRICULUM GUIDES; INSTRUCTIONAL MATERIALS; *PROGRAM GUIDES; BIBLIOGRAPHIES; MECHANICS (PROCESS); *TRADE AND INDUSTRIAL EDUCATION; EDUCATIONAL FACILITIES; TEACHING PROCEDURES; *DIESEL ENGINES; AUTO MECHANICS (OCCUPATION)

ABSTRACT - PERSONNEL FROM INDUSTRY AND VOCATIONAL-TECHNICAL SCHOOLS HELPED DEVELOP THIS CURRICULUM GUIDE TO ASSIST SCHOOL ADMINISTRATORS, SUPERVISORS, AND INSTRUCTORS IN PLANNING NEW PROGRAMS OR IN REVISING EXISTING PROGRAMS TO TRAIN POST-HIGH SCHOOL VOCATIONAL-TECHNICAL STUDENTS FOR JOB ENTRY INTO DIESEL MECHANICS. THE MATERIAL IS DESIGNED FOR 4 SEMESTERS AND A SUMMER SESSION OF INSTRUCTION, EACH TOTALING 560 HOURS. THE 26 COURSE UNITS INCLUDE HOURS REQUIRED, COURSE DESCRIPTION, MAJOR DIVISIONS, OBJECTIVES, MATERIALS, COURSE OUTLINE, SUGGESTED ACTIVITIES AND ASSIGNMENTS, AND A LIST OF REFERENCES. APPENDIXES OFFER SUGGESTED SHOP AND LABORATORY FACILITIES, HAND-OUT MATERIALS FOR NOTEBOOKS, A COMPREHENSIVE BIBLIOGRAPHY OF TEXTS AND REFERENCES, SAMPLE INSTRUCTIONAL MATERIALS, EVALUATIVE FORMS, AND LISTS OF EQUIPMENT, TOOLS AND TRAINING AIDS. (GR)

VT 010 070
ESCALATED COURSE OF STUDY FOR AUTOMOBILE MECHANICS; A SUGGESTED TOPICAL OUTLINE FOR TRAINING UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT. TEACHER'S GUIDE.

NEW YORK STATE EDUCATION DEPT., ALBANY.
BUREAU OF CONTINUING EDUCATION CURRICULUM
DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK
STATE EDUCATION DEPARTMENT, EDUCATION
BUILDING, ALBANY, NEW YORK 12224 (SINGLE
COPIES AVAILABLE FOR $.50).
PUB DATE - 67 43P.

DESCRIPTORS - *TEACHING GUIDES; *AUTO MECHANICS (OCCUPATION); MOTOR VEHICLES; *TRADE AND INDUSTRIAL EDUCATION; CURRICULUM GUIDES; COURSE CONTENT; *COURSE DESCRIPTIONS; ADULT EDUCATION

ABSTRACT - DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS, THIS TEACHER'S GUIDE IS FOR USE IN COURSE AND LESSON PLANNING IN AUTOMOBILE MECHANICS INSTRUCTION. OUTLINED ARE THREE COMPLETE COURSE OUTLINES SO CORRELATED THAT INSTRUCTION CAN BE GIVEN ON THE NEXT LEVEL WITHOUT UNNECESSARY REPETITION. THE COURSES AND TIME ALLOTMENTS ARE: (1) AUTO SERVICE STATION ATTENDANT-40 HOURS, (2) SERVICE STATION MECHANIC-50 HOURS, AND (3) AUTO MECHANIC-140 HOURS. AN OVERHEAD PROJECTOR AND CHALKBOARD ARE RECOMMENDED AS DESIRABLE SUPPLEMENTAL MEDIA. (GR)

VT 010 088
TOMLINSON, RALPH R.
ELECTRICAL TRADES; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION,
ENGINEERING EXTENSION SERVICE, TEXAS A AND M
UNIVERSITY, F.E. DRAWER K, COLLEGE STATION,
TEXAS 77843 ($1.75).
PUB DATE - JUL64 113P.

DESCRIPTORS - *ELECTRICAL OCCUPATIONS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRICIANS

ABSTRACT - THIS COURSE GUIDE WAS DESIGNED TO PROVIDE INDUSTRIAL AND EDUCATIONAL PERSONNEL WITH INFORMATION CONCERNING TRADE PREPARATORY INSTRUCTION AND TO ASSIST THE BEGINNING TRADE PREPARATORY TEACHER IN COURSE AND LESSON PLANNING. IT WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE TO COVER THE BASIC SKILLS AND TECHNICAL INFORMATION TO BE TAUGHT. THE COURSE CONTENT, DESIGNED FOR A 2-YEAR PERIOD, INCLUDES: (1) OBJECTIVES, (2) HOW TO DEVELOP A COURSE OF STUDY, (3) A LIST OF ITEMS THAT SHOULD BE INCLUDED IN ALL VOCATIONAL COURSES, (4) A FIRST-YEAR OUTLINE INCLUDING INTRODUCTION, BASIC FUNDAMENTALS, AND BASIC ELECTRICITY, AND (5) THE SECOND-YEAR, INCLUDING ELECTRIC MOTOR REPAIR, APPLIANCE REPAIR RESISTANCE-HEATING APPLIANCES, MOTOR-

DRIVE APPLIANCES, REFRIGERATION AND AIR CONDITIONING HOUSE WIRING, INTRODUCTION TO ELECTRONICS, BASIC ELECTRONICS, AND TELEVISION REPAIR. A BIBLIOGRAPHY, LIST OF VISUAL AIDS, A TOOL AND EQUIPMENT LIST, AN ELECTRICAL WORKERS' REFERENCE SHEET, A SHOP LAYOUT, AND A FLOOR PLAN ARE APPENDED. (GR)

VT 010 089
COWLING, DEWEY, JR.
AUTOMOBILE MECHANICS: SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.35).
PUB DATE - JUL64 97P.

DESCRIPTORS - *AUTO MECHANICS; TEACHING GUIDES; *CURRICULUM GUIDES; *AUTO MECHANICS (OCCUPATION); *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE FOR TEACHER USE IN COURSE AND LESSON PLANNING FOR HIGH SCHOOL AUTOMOBILE MECHANICS. THE COURSE CONTENT, DESIGNED FOR A 2-YEAR PERIOD, INCLUDES: (1) COURSE OBJECTIVES, (2) DEVELOPING A DETAILED COURSE OF STUDY, (3) ITEMS THAT SHOULD BE INCLUDED IN ALL VOCATIONAL-INDUSTRIAL COURSES, (4) FIRST-YEAR OUTLINE, CONTAINING UNIT I-INTRODUCTION, UNIT II-MOTOR VEHICLE, UNIT III-AUTOMOBILE ENGINE, UNIT IV-BEARINGS AND LUBRICATIONS, UNIT V-FUEL SYSTEM, UNIT VI-COOLING SYSTEM, UNIT VII-ELECTRICAL SYSTEM MAGNETISM AND ELECTRICITY, UNIT VIII-IGNITION, LIGHTING, AND INSTRUMENTS, AND UNIT IX-THE AUTOMOBILE CHASIS, AND (5) SECOND-YEAR OUTLINE, CONTAINING UNIT I-AUTOMOBILE ENGINES, UNIT II-FUEL SYSTEM, UNIT III-COOLING SYSTEM, UNIT IV-ELECTRICAL SYSTEM SERVICE, UNIT V-AUTOMOTIVE CHASIS, AND UNIT VI-TUNE UP SERVICE. A BIBLIOGRAPHY, FILMS AND FILMSTRIPS, TOOL AND EQUIPMENT LIST, TWO FLOOR PLANS, AND A SUGGESTED METHOD FOR HANDLING HAND TOOLS AND EQUIPMENT ARE APPENDED. (GR)

VT 010 090
METAL TRADES; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.35).
PUB DATE - JUL64 99P.

DESCRIPTORS - *CURRICULUM GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METALS; *METAL WORKING OCCUPATIONS; *WELDING

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE FOR TEACHER USE IN COURSE AND LESSON PLANNING. THE COURSE CONTENT, DESIGNED FOR A 2-YEAR PERIOD, INCLUDES: (1) OBJECTIVES, (2) DEVELOPING A DETAILING COURSE OF STUDY, (3) ITEMS THAT SHOULD BE INCLUDED IN ALL VOCATIONAL INDUSTRIAL COURSES, (4) A FIRST YEAR OUTLINE TO TEACH GENERAL SKILLS AND COMMON TECHNICAL KNOWLEDGE, HAND TOOLS, BENCH METALWORK, POWER TOOLS, MACHINE TOOLS, OXY-ACETYLENE OPERATIONS, ELECTRIC ARC WELDING, SHEET METAL MATERIALS AND SUPPLIES, AND FORMING OPERATIONS AND EQUIPMENT, AND (5) THE SECOND YEAR OUTLINE COVERING GENERAL SKILLS AND COMMON TECHNICAL KNOWLEDGE, TRENDS OF INDUSTRY, SHOP ORGANIZATION, METALS, OXY-ACETYLENE WELDING, WELDING PIPE, CAST IRON WELDING, BRAZING CAST IRON, ALUMINUM WELDING, BRAZING, TEMPERING, ELECTRIC ARC WELDING AND OTHER WELDING OPERATIONS, PATTERNS, FABRICATION, SHEET METAL, AND MACHINE TOOLS. SUGGESTIONS ON TEACHING AND SOURCES OF INFORMATION ARE PROVIDED FOR EACH TOPIC. A BIBLIOGRAPHY, FILM AND FILMSTRIP LIST, TOOL AND EQUIPMENT LIST, AND A FLOOR PLAN ARE APPENDED. (GR)

VT 010 091
PRINTING TRADES; SUGGESTED BASIC COURSE OUTLINE.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS EDUCATION AGENCY, AUSTIN
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.25).
PUB DATE - JUL64 73P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TEACHING GUIDES; *GRAPHIC ARTS; *SKILLED OCCUPATIONS; *PRINTING; PHOTOCOMPOSITION; PUBLISHING INDUSTRY

ABSTRACT - THIS COURSE GUIDE WAS DEVELOPED BY A SPECIAL WORKSHOP COMMITTEE FOR TEACHER USE IN COURSE AND LESSON PLANNING. THE 2-YEAR COURSE OUTLINE INCLUDES: (1) OBJECTIVES, (2) DEVELOPING A COURSE OF STUDY, (3) ITEMS FOR INCLUSION IN ALL VOCATIONAL-INDUSTRIAL COURSES, (4) A FIRST-YEAR OUTLINE CONSISTING OF ORIENTATION, HAND COMPOSITION, IMPOSITION AND LOCKUP, PRESS ROOM, PLATEN PRESS OPERATION, BINDERY, HAND OPERATIONS, AND MACHINE OPERATIONS, (5) SECOND-YEAR OUTLINE--PART I INCLUDES GENERAL LETTERPRESS PRINTING, COMPOSING ROOM, MACHINE COMPOSITION, STEREOTYPING, PRESS ROOM, SPECIAL OPERATIONS, AUTOMATIC PLATEN PRESSES, AND AUTOMATIC CYLINDER PRESSES, AND (6) SECOND YEAR-PART II, OFFSET PRINTING-ADVANCED. A BIBLIOGRAPHY, FILMS, CHARTS AND POSTERS, TOOLS AND EQUIPMENT LIST, AND FLOOR PLAN ARE APPENDED. (GR)

VT 010 102
ELECTRICITY FOR ELECTRONICS. TEACHER'S GUIDE. UNIT 1. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF OCCUPATIONAL EXTENSION AND INDUSTRIAL SERVICES
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE

COPIES, $1.75).
PUB DATE - 62 230P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *BASIC ELECTRICITY FOR ELECTRONICS

ABSTRACT - THIS FIRST OF A SERIES OF COURSES IN BASIC ELECTRONICS WAS DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR INSTRUCTORS PLANNING COURSES IN THE FUNDAMENTALS OF ELECTRICITY. THIS COURSE, DESIGNED FOR 36 HOURS OF INSTRUCTION, IS PLANNED FOR USE IN OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS FOR THOSE WHO HAVE SOME EXPERIENCE. THE TWO SECTIONS CONTAIN 12 LESSONS IN DIRECT CURRENT (DC) ELECTRICITY WITH A FINAL EXAMINATION AND 11 LESSONS IN ALTERNATING CURRENT (AC) ELECTRICITY WITH A FINAL EXAMINATION. SELECTED REFERENCES, A TOPICAL OUTLINE FOR SECTION I (DC ELECTRICITY), AND A TOPICAL OUTLINE FOR SECTION II (AC ELECTRICITY) ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 103-VT 010 108 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 103
VACUUM TUBES. TEACHER'S GUIDE. UNIT 2. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.50).
PUB DATE - 66 86P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *VACUUM TUBES

ABSTRACT - VACUUM TUBES IS THE SECOND UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS WHICH WAS DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR INSTRUCTORS PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 25-HOUR COURSE IS DESIGNED TO DEVELOP, IMPROVE, AND EXPAND THE WORK SKILLS AND TECHNICAL UNDERSTANDING OF THOSE ALREADY WORKING AS TECHNICIANS AND CRAFTSMEN OR THOSE PREPARING TO WORK IN IT. THIS TEACHING GUIDE INCLUDES THE FOLLOWING NINE LESSONS: (1) INTRODUCTION TO THE COURSE, (2) DIODE STRUCTURE, (3) DIODE OPERATION, (4) DIODE CHARACTERISTICS AND APPLICATIONS, (5) DIODE APPLICATIONS AND TRIODE OPERATION, (6) TRIODE APPLICATIONS, (7) TUBE CHARACTERISTICS, (8) TETRODES, AND (9) PENTODES. A GLOSSARY OF SYMBOLS AND A FINAL EXAMINATION ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 104
BASIC AMPLIFIERS. TEACHER'S GUIDE. UNIT 3. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.50).
PUB DATE - 66 83P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *AMPLIFIERS

ABSTRACT - BASIC AMPLIFIERS IS THE THIRD UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS, FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 18-HOUR COURSE IS DESIGNED FOR OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING SIX LESSONS: (1) AMPLIFICATION AND BIAS METHODS, (2) CASCADE AMPLIFIERS AND COUPLING METHODS, (3) COUPLING AND DECOUPLING METHODS, (4) POWER AMPLIFIERS, (5) CLASSES OF OPERATION AND DRIVER STAGES, AND (6) NONSINUSOIDAL WAVEFORMS AND DISTORTION. A GLOSSARY OF SYMBOLS AND A FINAL EXAMINATION ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 105
POWER SUPPLIES. TEACHER'S GUIDE. UNIT 4. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.50).
PUB DATE - 66 79P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *POWER SUPPLIES

ABSTRACT - POWER SUPPLIES IS THE FOURTH UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 12-HOUR COURSE IS DESIGNED FOR OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING FOUR LESSONS: (1) VACUUM TUBE RECTIFIERS AND CIRCUITS, (2) VOLTAGE DIVIDERS, REGULATION, (3) ELECTRONIC REGULATION AND SPECIAL

RECTIFIER CIRCUITS, AND (4) METALLIC RECTIFIERS. A GLOSSARY OF SYMBOLS AND A FINAL EXAMINATION ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 106
BASIC TRANSISTOR CIRCUITS AND APPLICATIONS. TEACHER'S GUIDE. UNIT 10. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.50).
PUB DATE - 67 101P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *TRANSISTOR CIRCUITS

ABSTRACT - BASIC TRANSISTOR CIRCUITS AND APPLICATIONS IS THE 10TH UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 28-HOUR COURSE IS DESIGNED FOR OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING 10 LESSONS: (1) INTRODUCTION, (2) COMMON-BASE TRANSISTOR AMPLIFIERS, (3) COMMON-EMITTER TRANSISTOR AMPLIFIERS, (4) COMMON-COLLECTOR TRANSISTOR AMPLIFIERS, (5) BIASING METHODS, (6) CASCADING AMPLIFIERS, (7) MULTISTAGE AMPLIFIERS, (8) POWER AMPLIFIERS, (9) OSCILLATORS, AND (10) PRINTED CIRCUITS. A GLOSSARY OF SYMBOLS AND A FINAL EXAMINATION ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 107
ADVANCED TRANSISTOR CIRCUITS AND APPLICATIONS. TEACHER'S GUIDE. UNIT 11. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.50).
PUB DATE - 67 79P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *TRANSISTOR CIRCUITS

ABSTRACT - ADVANCED TRANSISTOR CIRCUITS AND APPLICATIONS IS THE 11TH UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 23-HOUR COURSE IS DESIGNED FOR OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING EIGHT LESSONS: (1) INTRODUCTION, (2) TRANSISTOR GATES AND FLIP-FLOP CIRCUITS, (3) TRANSISTORS IN POWER SUPPLIES, (4) SPECIAL TRANSISTOR OSCILLATORS, (5) INDUSTRIAL APPLICATIONS OF TRANSISTORS, (6) SEMICONDUCTOR DEVELOPMENTS, (7) ADDITIONAL TRANSISTOR DEVELOPMENTS, AND (8) SERVICING TRANSISTOR CIRCUITS. A FINAL EXAMINATION IS APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 108
AUDIO AMPLIFYING SYSTEMS. UNIT 5. TEACHER'S GUIDE. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.50).
PUB DATE - 66 144P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *AUDIO AMPLIFYING SYSTEMS

ABSTRACT - AUDIO AMPLIFYING SYSTEMS IS THE FIFTH UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS, FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 28-HOUR COURSE IS DESIGNED FOR USE IN OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING 10 LESSONS: (1) INTRODUCTION, (2) PUSH-PULL AMPLIFIERS, (3) GRAPHIC ANALYSIS OF PUSH-PULL OPERATION, (4) AND (5) PHASE INVERTERS, (6) COMPLETE AMPLIFIER SYSTEMS, (7) NETWORKS, FILTERS, AND TONE CONTROLS, (8) FEEDBACK AMPLIFIERS, (9) CATHODE-FOLLOWERS, AND (10) WIDE-BAND AMPLIFIERS. A GLOSSARY OF SYMBOLS AND A FINAL EXAMINATION ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 107 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 120
ESSENTIALS OF TRANSISTORS AND SEMICONDUCTORS. TEACHER'S GUIDE. UNIT 9. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.75).

PUB DATE - 67 114P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *TRANSISTORS AND SEMICONDUCTORS

ABSTRACT - ESSENTIALS OF TRANSISTORS AND SEMICONDUCTORS IS THE NINTH UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 28-HOUR COURSE IS DESIGNED FOR OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING 10 LESSONS: (1) INTRODUCTION, (2) MODERN ELECTRON THEORY, (3) SEMICONDUCTOR MATERIALS, (4) PN JUNCTIONS, (5) INTRODUCING THE TRANSISTOR, (6) PNP TRANSISTORS, (7) TRANSISTOR CHARACTERISTICS, (8) BASIC TRANSISTOR CIRCUITS, (9) TRANSISTOR DATA, AND (10) TRANSISTOR TETRODES. A FINAL EXAMINATION AND A GLOSSARY OF SYMBOLS ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 121-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 121
OSCILLATORS. TEACHER'S GUIDE. UNIT 8. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.50).
PUB DATE - 66 80P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *OSCILLATORS

ABSTRACT - OSCILLATORS IS THE EIGHTH UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 20-HOUR COURSE IS DESIGNED FOR OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING SEVEN LESSONS: (1) INTRODUCTION, (2) THE ARMSTRONG OSCILLATOR, (3) BASIC OSCILLATOR CIRCUITS, (4) OSCILLATOR STABILITY, (5) CRYSTAL OSCILLATORS, (6) LOW-FREQUENCY OSCILLATORS, AND (7) OSCILLATOR PERFORMANCE. A GLOSSARY OF SYMBOLS AND A FINAL EXAMINATION ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 122
RADIO FREQUENCY AMPLIFIERS. TEACHER'S GUIDE. UNIT 7. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
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PUB DATE - 66 101P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *RADIO FREQUENCY AMPLIFIERS

ABSTRACT - RADIO FREQUENCY AMPLIFIERS IS THE SEVENTH UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 23-HOUR COURSE IS DESIGNED FOR OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING EIGHT LESSONS: (1) INTRODUCTION, (2) UNTUNED R-F AMPLIFIERS, (3) SERIES RESONANCE, (4) PARALLEL RESONANCE, (5) TUNED IMPEDANCE-COUPLED R-F AMPLIFIERS, (6) TRANSFORMER-COUPLED RADIO-FREQUENCY AMPLIFIERS, (7) CLASS C R-F AMPLIFIERS, AND (8) USE OF NOMOGRAPHS. A FINAL EXAMINATION AND A GLOSSARY OF SYMBOLS ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 120-VT 010 123 (ALL IN THIS ISSUE). (GR)

VT 010 123
MEASURING INSTRUMENTS. TEACHER'S GUIDE. UNIT 6. BASIC ELECTRONICS SERIES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, NEW YORK STATE EDUCATION DEPARTMENT, EDUCATION BUILDING, ALBANY, NEW YORK 12224 (SINGLE COPIES, $.50).
PUB DATE - 66 96P.

DESCRIPTORS - *TEACHING GUIDES; *ADULT EDUCATION PROGRAMS; *ELECTRONIC TECHNICIANS; *TRAINING; ELECTRONICS; CURRICULUM; TECHNICAL EDUCATION; CONTINUATION EDUCATION; ADULT VOCATIONAL EDUCATION
IDENTIFIERS - *MEASURING INSTRUMENTS

ABSTRACT - MEASURING INSTRUMENTS IS THE SIXTH UNIT IN A SERIES OF COURSES IN BASIC ELECTRONICS, DEVELOPED BY A COMMITTEE OF EDUCATION DEPARTMENT PERSONNEL AND WRITING CONSULTANTS FOR USE BY INSTRUCTORS WHO ARE PLANNING COURSES AND LESSONS IN THIS AREA OF STUDY. THIS 20-HOUR COURSE IS DESIGNED FOR OCCUPATIONAL UPGRADING OF NEW STUDENTS AS WELL AS THOSE WITH SOME EXPERIENCE. THIS TEACHING GUIDE INCLUDES THE FOLLOWING SEVEN LESSONS: (1) INTRODUCTION TO THE COURSE, (2) BASIC METER MOVEMENTS, (3) MULTIMETERS AND VACUUM-TUBE VOLTMETERS, (4) OSCILLOSCOPES, (5) AND (6) OSCILLOSCOPE APPLICATIONS, AND (7) SIGNAL GENERATORS. A GLOSSARY OF SYMBOLS

AND A FINAL EXAMINATION ARE APPENDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 102-VT 010 108 AND VT 010 120-VT 010 122 (ALL IN THIS ISSUE). (GR)

VT 010 139
LABORATORY MANUAL (FOR CONCRETE INSTRUCTION COURSE); INSTRUCTOR'SGUIDE, PILOT PROGRAM EDITION.

PORTLAND CEMENT ASSOCIATION, CLEVELAND, OHIO
NATIONAL READY MIXED CONCRETE ASSOCIATION
AMERICAN CONCRETE INST.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-0-8-080042-3667(085)   08
BR-8-0042
PORTLAND CEMENT ASSOCIATION, 601 ROCKWELL AVENUE, CLEVELAND, OHIO 44114.
PUB DATE -   69   641P.

DESCRIPTORS - *CEMENT INDUSTRY; *TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL MATERIALS; INSTRUCTIONAL PROGRAMS; *PILOT PROJECTS; EDUCATIONAL PROGRAMS; POST SECONDARY EDUCATION; *TEACHING GUIDES
IDENTIFIERS - PORTLAND CEMENT ASSOCIATION

ABSTRACT - THIS LABORATORY MANUAL, PREPARED FOR A 2-YEAR PROGRAM IN JUNIOR COLLEGES AND TECHNICAL INSTITUTES, IS DESIGNED TO ACCOMPANY THE INSTRUCTIONAL MATERIALS TO TRAIN PERSONS FOR EMPLOYMENT AS TECHNICIANS IN THE CEMENT AND CONCRETE INDUSTRIES. INCLUDED ARE 16 LABORATORY ASSIGNMENTS FOR EACH OF THE FOLLOWING: (1) PRINCIPLES OF CONCRETE, (2) CONCRETE IN THE FIELD-I, (3) CONCRETE IN THE FIELD-II, AND SPECIAL CONCRETES AND FIELD PROBLEMS. ASTM STANDARDS RELATED TO THE USE OF CEMENT AND CONCRETE, AND LABORATORY EQUIPMENT LISTS ARE APPENDED. THIS MANUAL AND RELATED MATERIALS ARE CURRENTLY BEING FIELD TESTED PRIOR TO REVISION AND SHOULD BE AVAILABLE IN REVISED FORM BY LATE 1972. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 140, VT 010 141 AND VT 010 150-VT 010 152, ALL IN THIS ISSUE. (GR)

VT 010 140
CONCRETE IN THE FIELD-I; INSTRUCTOR'S GUIDE; PILOT PROGRAM EDITION.

PORTLAND CEMENT ASSOCIATION, CLEVELAND, OHIO
NATIONAL READY MIXED CEMENT ASSOCIATION
AMERICAN CONCRETE INST.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-0-8-080042-3667(085)   08
BR-8-0042
PORTLAND CEMENT ASSOCIATION, 601 ROCKWELL AVENUE, CLEVELAND, OHIO 44114.
PUB DATE -   69   597P.

DESCRIPTORS - *TEACHING GUIDES; *CEMENT INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; POST SECONDARY EDUCATION; INSTRUCTIONAL MATERIALS; *PILOT PROJECTS; EDUCATIONAL PROGRAMS; *TECHNICAL EDUCATION
IDENTIFIERS - PORTLAND CEMENT ASSOCIATION

ABSTRACT - THIS GUIDE, PREPARED FOR A 2-YEAR COURSE IN JUNIOR COLLEGES AND TECHNICAL INSTITUTES, IS DESIGNED TO BE A NATIONAL PROGRAM TO TRAIN PERSONS FOR EMPLOYMENT AS TECHNICIANS IN THE CEMENT AND CONCRETE INDUSTRIES. INCLUDED ARE 48 SESSION OUTLINES DIVIDED INTO FIVE UNITS OF STUDY. EACH UNIT CONTAINS OBJECTIVES, OUTLINES, RELATED INFORMATION, AND ILLUSTRATIONS. UNIT 5 INCLUDES INTRODUCTION, AND HANDLING OF CONCRETE-TRANSPORTING AND CONCRETE-PLACING. UNIT 6 INCLUDES TOOLS AND EQUIPMENT FOR FINISHING CONCRETE, FINISHING OF CONCRETE, AND REVIEW AND MID-TERM EXAM (NOT SUPPLIED). UNIT 7 INCLUDES JOINTING OF CONCRETE AND VOLUME CHANGES AND CRACK CONTROL. UNIT 8 INCLUDES SOIL-CEMENT. UNIT 9 INCLUDES FIRE RESISTANCE OF CONCRETE AND REVIEW AND FINAL EXAM (NOT SUPPLIED). EACH SESSION INCLUDES GENERAL OBJECTIVES, PERFORMANCE OBJECTIVES, INTRODUCTION, OVERVIEW OF SESSION, SESSION OUTLINE, RELATED ACTIVITIES, TOOLS AND MATERIALS, PRESENTATION OUTLINE, TEACHING TECHNIQUES, AIDS AND DEVICES, RELATED INFORMATION, AND DISCUSSION QUESTIONS. A GLOSSARY IS APPENDED. THIS GUIDE AND RELATED DOCUMENTS (VT 010 139, VT 010 141, AND VT 010 150-VT 010 152, ALL IN THIS ISSUE) ARE CURRENTLY BEING FIELD TESTED PRIOR TO REVISION AND SHOULD BE AVAILABLE IN REVISED FORM BY LATE 1972. (GR)

VT 010 141   ED 035 749
CONCRETE IN THE FIELD-II: INSTRUCTOR'S GUIDE: PILOT PROGRAM EDITION.

PORTLAND CEMENT ASSOCIATION, CLEVELAND, OHIO
NATIONAL READY MIXED CONCRETE ASSOCIATION
AMERICAN CONCRETE INST.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-0-8-080042-3667(085)   08
BR-8-0042
PORTLAND CEMENT ASSOCIATION, 601 ROCKWELL AVENUE, CLEVELAND, OHIO 44114.
PUB DATE -   69   681P.

DESCRIPTORS - *TECHNICAL EDUCATION; *CEMENT INDUSTRY; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL MATERIALS; POST SECONDARY EDUCATION; *PILOT PROJECTS; EDUCATIONAL PROGRAMS
IDENTIFIERS - PORTLAND CEMENT ASSOCIATION

ABSTRACT - THIS GUIDE, PREPARED FOR A 2-YEAR COURSE IN JUNIOR COLLEGES AND TECHNICAL INSTITUTES, IS DESIGNED TO BE A NATIONAL PROGRAM TO TRAIN PERSONS FOR EMPLOYMENT AS TECHNICIANS IN THE CEMENT AND CONCRETE INDUSTRIES. INCLUDED ARE 48 SESSION OUTLINES DIVIDED INTO SIX UNITS OF STUDY. EACH UNIT CONTAINS OBJECTIVES, OUTLINE, RELATED INFORMATION, AND ILLUSTRATIONS. UNIT 10 INCLUDES INTRODUCTION AND CURING OF CONCRETE. UNIT 11 INCLUDES HOT- AND COLD-WEATHER CONCRETING. UNIT 12 INCLUDES FORMS FOR CONCRETE AND REVIEW AND MID-TERM EXAM (NOT SUPPLIED). UNIT 13 COVERS REQUIREMENTS FOR REINFORCED CONCRETE. UNIT 14 INCLUDES PRESTRESSED AND PRECAST CONCRETE. UNIT 15 INCLUDES ESTIMATING AND REVIEW AND FINAL EXAM (NOT SUPPLIED). EACH SESSION INCLUDES THE GENERAL OBJECTIVES, PERFORMANCE OBJECTIVES, INTRODUCTION, OVERVIEW OF SESSION, SESSION OUTLINE, RELATED ACTIVITIES, TOOLS AND MATERIALS, PRESENTATION OUTLINE, TEACHING

TECHNIQUES, AIDS AND DEVICES, RELATED INFORMATION, AND DISCUSSION QUESTIONS. A GLOSSARY IS APPENDED. THIS GUIDE AND RELATED DOCUMENTS (VT 010 139 AND VT 010 140 AND VT 010 150-VT 010 152) ARE CURRENTLY BEING FIELD TESTED PRIOR TO REVISION AND SHOULD BE AVAILABLE IN REVISED FORM BY LATE 1972. (GR)

VT 010 150 ED 035 751
PRINCIPLES OF CONCRETE, INSTRUCTOR'S MANUAL; PILOT PROGRAM EDITION.

PORTLAND CEMENT ASSOCIATION, CLEVELAND, OHIO
NATIONAL READY MIXED CONCRETE ASSOCIATION
AMERICAN CONCRETE INST.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-0-8-080042-3667(085) 08
BR-8-0042
PORTLAND CEMENT ASSOCIATION, 601 ROCKWELL
AVENUE, CLEVELAND, OHIO 44114.
PUB DATE - 69 630P.

DESCRIPTORS - *TEACHING GUIDES; *CEMENT INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; INSTRUCTIONAL MATERIALS; POST SECONDARY EDUCATION; *PILOT PROJECTS; EDUCATIONAL PROGRAMS
IDENTIFIERS - PORTLAND CEMENT ASSOCIATION

ABSTRACT - THIS GUIDE, PREPARED FOR A 2-YEAR COURSE IN JUNIOR COLLEGES AND TECHNICAL INSTITUTES, IS DESIGNED TO BE A NATIONAL PROGRAM TO TRAIN PERSONS FOR EMPLOYMENT AS TECHNICIANS IN THE CEMENT AND CONCRETE INDUSTRIES. INCLUDED ARE 48 SESSION OUTLINES DIVIDED INTO FOUR UNITS OF STUDY. EACH UNIT CONTAINS OBJECTIVES, OUTLINE, RELATED INFORMATION, AND ILLUSTRATIONS. UNIT 1 INCLUDES INTRODUCTION, JOB OPPORTUNITIES, HISTORY OF CEMENT AND CONCRETE INDUSTRIES, AND USES OF CONCRETE AND CONCRETE PRODUCTS. UNIT 2 INCLUDES MATERIALS FOR CONCRETE-CEMENT, WATER, AND AGGREGATES, AIR-ENTRAINED CONCRETE, REVIEW AND MID-TERM EXAM (NOT SUPPLIED), AND MATERIALS FOR CONCRETE-ADMIXTURES. UNIT 3 COVERS ESSENTIALS OF CONCRETE. UNIT 4 INCLUDES DESIGN OF CONCRETE MIXTURES, BATCHING AND MIXING CONCRETE, AND REVIEW AND FINAL EXAM (NOT SUPPLIED). EACH SESSION INCLUDES THE GENERAL OBJECTIVES, PERFORMANCE OBJECTIVES, INTRODUCTION, OVERVIEW OF THE SESSION, SESSION OUTLINE, RELATED ACTIVITIES, TOOLS AND MATERIALS, PRESENTATION OUTLINE, TEACHING TECHNIQUES, AIDS AND DEVICES, RELATED INFORMATION, AND DISCUSSION QUESTIONS. THIS GUIDE AND RELATED DOCUMENTS (VT 010 139-VT 010 141 AND VT 010 151-VT 010 152) ARE CURRENTLY BEING FIELD TESTED PRIOR TO REVISION AND SHOULD BE AVAILABLE IN REVISED FORM BY LATE 1972. (GR)

VT 010 151 ED 035 752
QUALITY ASSURANCE; INSTRUCTOR'S GUIDE; PILOT PROGRAM EDITION.

PORTLAND CEMENT ASSOCIATION, CLEVELAND, OHIO
NATIONAL READY MIXED CONCRETE ASSOCIATION
AMERICAN CONCRETE INST.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-0-8-080042-3667(085) 08
BR-8-0042
PORTLAND CEMENT ASSOCIATION, 601 ROCKWELL
AVENUE, CLEVELAND, OHIO 44114.
PUB DATE - 69 260P.

DESCRIPTORS - *TEACHING GUIDES; *CEMENT INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL MATERIALS; *PILOT PROJECTS; EDUCATIONAL PROGRAMS; POST SECONDARY EDUCATION; *TECHNICAL EDUCATION
IDENTIFIERS - PORTLAND CEMENT ASSOCIATION

ABSTRACT - THIS GUIDE, PREPARED FOR A 2-YEAR PROGRAM IN JUNIOR COLLEGES AND TECHNICAL INSTITUTES, IS DESIGNED TO TRAIN PERSONS FOR EMPLOYMENT AS TECHNICIANS IN THE CEMENT AND CONCRETE INDUSTRIES. INCLUDED ARE 32 SESSION OUTLINES DIVIDED INTO SEVEN UNITS OF STUDY. EACH UNIT CONTAINS OBJECTIVES, A SUBJECT OUTLINE, RELATED INFORMATION, AND ILLUSTRATIONS. UNIT 20 CONTAINS INTRODUCTION AND SCOPE OF QUALITY ASSURANCE. UNIT 21 CONTAINS STANDARDS, SPECIFICATIONS AND TEST METHODS. UNIT 22 CONTAINS COLLECTION AND PREPARATION OF DATA, AND STATISTICAL ANALYSIS OF DATA. UNIT 23 CONTAINS INSPECTION AND TESTING OF MATERIALS AND REVIEW AND MID-TERM EXAM (NOT SUPPLIED). UNIT 24 CONTAINS JOB-SITE AND BEFORE CONCRETING INSPECTION. UNIT 25 CONTAINS INSPECTION DURING CONCRETING-PLASTIC CONCRETE. UNIT 26 CONTAINS INSPECTION AFTER CONCRETING-HARDENED CONCRETE, AND REVIEW AND FINAL EXAM (NOT SUPPLIED). A GLOSSARY IS APPENDED. THIS GUIDE AND RELATED MATERIALS (VT 010 139-VT 010 141 AND VT 010 150-VT 010 152) ARE CURRENTLY BEING FIELD TESTED PRIOR TO REVISION AND SHOULD BE AVAILABLE IN REVISED FORM BY LATE 1972. (GR)

VT 010 152 ED 035 753
SPECIAL CONCRETES AND FIELD PROBLEMS; INSTRUCTOR'S GUIDE; PILOT PROGRAM EDITION.

PORTLAND CEMENT ASSOCIATION, CLEVELAND, OHIO
NATIONAL READY MIXED CONCRETE ASSOCIATION
AMERICAN CONCRETE INST.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-0-8-080042-3667(085) 08
BR-8-0042
PORTLAND CEMENT ASSOCIATION, 601 ROCKWELL
AVENUE, CLEVELAND, OHIO 44114.
PUB DATE - 69 650P.

DESCRIPTORS - *TEACHING GUIDES; *CEMENT INDUSTRY; *TRADE AND INDUSTRIAL EDUCATION; *PILOT PROJECTS; INSTRUCTIONAL MATERIALS; EDUCATIONAL PROGRAMS; POST SECONDARY EDUCATION; *TECHNICAL EDUCATION
IDENTIFIERS - PORTLAND CEMENT ASSOCIATION

ABSTRACT - THIS GUIDE, PREPARED FOR A 2-YEAR PROGRAM IN JUNIOR COLLEGES AND TECHNICAL INSTITUTES, IS DESIGNED FOR A NATIONAL PROGRAM TO TRAIN PERSONS FOR EMPLOYMENT AS TECHNICIANS IN THE CEMENT AND CONCRETE INDUSTRIES. INCLUDED ARE 48 SESSION OUTLINES DIVIDED INTO FOUR UNITS OF STUDY. EACH UNIT CONTAINS SESSION OBJECTIVES AND OUTLINES, PRESENTATION OUTLINES, RELATED INFORMATION, AND ILLUSTRATIONS. UNIT 16 CONTAINS INTRODUCTION, THE LIGHTWEIGHT CONCRETE SPECTRUM, INSULATING CONCRETES, STRUCTURAL LIGHTWEIGHT CONCRETE, HEAVYWEIGHT CONCRETE, AND DECORATIVE CONCRETE. UNIT 17 CONTAINS

NON-PLASTIC MIXES, CONCRETE MASONRY-MANUFACTURE, CONCRETE MASONRY-CONSTRUCTION AND MORTARS, REVIEW AND MIDTERM EXAM (NOT SUPPLIED), CONCRETE PIPE-MANUFACTURE, AND CONCRETE PIPE-CONSTRUCTION. UNIT 18 CONTAINS ANALYZING CONCRETE FIELD PROBLEMS. UNIT 19 CONTAINS LEGAL ASPECTS OF CONCRETE CONSTRUCTION, AND REVIEW AND FINAL EXAM (NOT SUPPLIED). A GLOSSARY IS APPENDED. THIS GUIDE AND RELATED MATERIALS (VT 010 139-VT 010 141 AND VT 010 150-VT 010 151) ARE CURRENTLY BEING FIELD TESTED PRIOR TO REVISION AND SHOULD BE AVAILABLE IN REVISED FORM BY LATE 1972. (GR)

VT 010 155
TRAINING PROGRAMME FOR FIRST YEAR MOTOR VEHICLE CRAFT APPRENTICES.

ROAD TRANSPORT INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
ROAD TRANSPORT INDUSTRY TRAINING BOARD, LONDONDERRY HOUSE, CHICHESTER STREET, BELFAST BT1 4JJ, NORTHERN IRELAND.
PUB DATE - MAY68 187P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *CURRICULUM GUIDES; FOREIGN COUNTRIES; *AUTO MECHANICS; TRANSPORTATION; *APPRENTICESHIPS; LESSON PLANS; STUDENT PROJECTS; INSTRUCTIONAL AIDS
IDENTIFIERS - IRELAND

ABSTRACT - THIS TRAINING GUIDE, DEVELOPED FOR FIRST-YEAR MOTOR VEHICLE CRAFT APPRENTICES, IS DESIGNED TO GIVE THE APPRENTICE A FULL 12 MONTHS OF TRAINING IN THE ACQUISITION OF THE BASIC SKILLS OF HIS TRADE AND EXPERIENCE IN THE USE OF THE ELEMENTARY TOOLS AND SERVICE EQUIPMENT. CONTENTS INCLUDED ARE: (1) INTRODUCTION, (2) OCCUPATIONAL SPECIFICATION, (3) TRAINING PROGRAMME CONDITIONS, (4) INDUCTION, (5) INSTRUCTORS, (6) TESTING, (7) PLANNED EXPERIENCE, (8) LENGTH OF TRAINING, (9) TRAINING SYLLABUS, (10) INSTRUCTION GUIDE, AND (11) RECORDS. KNOWLEDGE/SKILLS REQUIREMENTS, INDUCTION, TOOLS, GENERAL EQUIPMENT, SPECIALIZED EQUIPMENT, MATERIALS, SYLLABUS, INSTRUCTION GUIDE, RECORD, AND TESTING AND MARKING ARE TITLES OF APPENDED MATERIALS. THE DOCUMENT IS MIMEOGRAPHED. PLANS OF STUDENT PROJECTS ARE SUITABLE FOR REPRODUCTION AS OVERHEAD TRANSPARENCIES. (GR)

VT 010 162 ED 035 755
WAITER-WAITRESS; A SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING
OE-87046
PUB DATE - 69 56P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *RESOURCE MATERIALS; *FOOD SERVICE INDUSTRY; *FOOD SERVICE OCCUPATIONS; OCCUPATIONAL HOME ECONOMICS

ABSTRACT - THIS GUIDE WAS DEVELOPED FOR THE DIVISION OF MANPOWER DEVELOPMENT AND TRAINING TO SERVE AS A REFERENCE FOR SCHOOL ADMINISTRATORS AND TEACHERS IN PREPARING TRAINEES FOR EMPLOYMENT IN THE FOOD SERVICE INDUSTRY. CONTENTS INCLUDE: (1) BRIEF BACKGROUND INFORMATION, (2) NINE COURSE UNITS, (3) MATERIAL ON TEACHING THE COURSE, (4) BIBLIOGRAPHY, (5) VISUAL AIDS, AND (6) APPENDIXES. COURSE UNITS COVERING 120 HOURS OF INSTRUCTION ARE PROVIDED FOR: (1) ORIENTATION, (2) MECHANICS OF SERVICE, (3) TABLE CLEARING SERVICES, (4) MENU AND ORDERING SERVICE, (5) PREPARATION AND PRESENTATION OF GUEST CHECK, (6) BASIC ENGLISH, (7) BUSINESS ARITHMETIC, (8) SAFETY AND SANITATION, AND (9) DUTIES AND WORKING. EACH UNIT GIVES TRAINING TIME, COURSE OBJECTIVES, AND COURSE OUTLINE, WITH SOME ALSO PROVIDING SUPPLEMENTAL TRAINING MATERIALS, REFERENCES, VISUAL AIDS, AND SUGGESTED ACTIVITIES. SOME AREAS COVERED IN THE APPENDIXES ARE: (1) SUPPLIES AND EQUIPMENT, (2) CAFETERIA AND LUNCHEONETTE SERVICE, (3) MENUS, (4) TABLE SERVICE, (5) CASHIER, HEADWAITER, AND HOSTESS DUTIES, (6) PROPER GROOMING, (7) SAMPLE TESTS AND REVIEWS, (8) SUGGESTED EVALUATION MATERIAL FOR DINING ROOM EMPLOYEES, AND (9) TEACHING EFFECTIVENESS. THE TRAINING GUIDE IS ILLUSTRATED WITH PHOTOGRAPHS, DIAGRAMS, AND DRAWINGS. (AW)

VT 010 186
PRACTICE TEACHING; A TEACHING GUIDE FOR EXTENSION TEACHER TRAINING, UNIT 2.

TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE
TEXAS UNIV., AUSTIN. DIV. OF EXTENSION
TEXAS EDUCATION AGENCY, AUSTIN. VOCATIONAL INDUSTRIAL EDUCATION DIV.
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($1.25).
PUB DATE - 65 55P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRADE AND INDUSTRIAL TEACHERS; EXTENSION EDUCATION; *TEACHER EDUCATION; TEACHING TECHNIQUES; *EPISODE TEACHING; TEACHING METHODS

ABSTRACT - THE SECOND OF A SERIES OF SIX TEACHER TRAINING GUIDES IS FOR PREPARING TEACHERS OF TRADE EXTENSION, APPRENTICE RELATED, SHORT UNIT PREPARATORY AND SIMILAR CLASSES FOR ADULTS IN A 10-HOUR COURSE. THE OUTLINE INCLUDES: (1) REVIEW OF UNIT I, (2) REVIEW OF TEACHING METHODS, (3) REVIEW OF TEACHING AIDS AND THEIR USE, (4) DEMONSTRATION TEACHING, (5) PRACTICE TEACHING ASSIGNMENT, AND (6) PRACTICE SESSIONS. A REVIEW OF THE 4-STEP PLAN OF INSTRUCTION, TECHNIQUES OF INSTRUCTION, METHODS OF TEACHING, LESSON PLANNING, AND AN OBSERVATION OUTLINE FOR EVALUATING ARE APPENDED. RELATED COURSE OUTLINES ARE AVAILABLE AS VT 010 010, VT 010 011, AND VT 010 039-VT 010 041 (ALL IN THIS ISSUE). (GR)

VT 010 193
FIRE DEPARTMENT PUMP OPERATION; INSTRUCTOR'S GUIDE.

TEXAS A AND M UNIV., COLLEGE STATION. FIREMEN

TRAINING SCHOOL
TEXAS EDUCATION AGENCY, AUSTIN, VOCATIONAL INDUSTRIAL EDUCATION
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($2.50).
PUB DATE - 12DEC63 239P.

DESCRIPTORS - *TEACHING GUIDES; *LESSON PLANS; *TRADE AND INDUSTRIAL EDUCATION; *FIRE SCIENCE EDUCATION; *FIRE FIGHTERS; TECHNICAL EDUCATION

ABSTRACT - PREPARED BY THE STAFF OF THE TEXAS FIREMEN'S TRAINING SCHOOL, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, THIS INSTRUCTOR'S GUIDE IS DESIGNED TO AID IN TRAINING FIRE DEPARTMENT PUMP OPERATORS. LESSON PLANS ARE PRESENTED, USING A 4-STEP FORMAT CONSISTING OF: (1) PREPARING THE LEARNER FOR INSTRUCTION, (2) PRESENTING THE JOB OR INFORMATION BY TELLING, SHOWING, DEMONSTRATING, OR ILLUSTRATING ONE POINT AT A TIME, (3) HELPING LEARNER TO APPLY THE SKILL OR INFORMATION BEING TAUGHT, AND (4) TESTING. UNIT TOPICS ARE: (1) FIRE DEPARTMENT PUMPS, INCLUDING PUMP THEORY, TYPES OF PUMPS, AND PRESSURE AND PRIMING DEVICES, (2) PRODUCING FIRE STREAMS, DEALING WITH CALCULATION OF PRESSURE, MEASUREMENT OF WATER CAPACITY, ETC., (3) PRODUCING MASTER FIRE STREAMS, CONCERNED WITH LARGE HOSES AND NOZZLES, RELAY PUMPING, AND SPRINKLER AND STANDPIPE SYSTEMS, (4) PUMPER PRACTICES, INCLUDING RESPONSIBILITIES, PROBLEMS, AND SKILLS OF PUMPER DRIVERS, AND HYDRANT SYSTEMS AND TESTING, AND (5) SERVICE AND MAINTENANCE. THREE-HOUR ACCEPTANCE TESTS FOR FIRE APPARATUS DELIVERED IN TEXAS ARE INCLUDED. (AW)

VT 010 201
VOCATIONAL INDUSTRIAL EDUCATION SERVICE; RADIO AND TELEVISION REPAIR.

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
PUB DATE - ND 42P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; *TELEVISION REPAIRMEN; *RADIO TECHNOLOGY; ELECTRONICS

ABSTRACT - THIS TEACHING OUTLINE, DEVELOPED BY A COMMITTEE OF TEACHERS, IS FOR USE IN PLANNING AND IMPLEMENTING A 2-YEAR COURSE IN RADIO AND TELEVISION SERVICE DESIGNED TO PREPARE THE STUDENT FOR ENTRY-LEVEL WORK AS A RADIO AND TELEVISION SERVICEMAN, OR FOR FURTHER TECHNICAL TRAINING IN THE FIELD. THE MANUAL IS DIVIDED INTO THREE MAIN SECTIONS, THE FIRST OF WHICH PROVIDES SAFETY HINTS AND A SUGGESTED PARTIAL LIST OF ITEMS TO BE INCLUDED IN ALL VOCATIONAL-INDUSTRIAL COURSES AS SPECIFIC OBJECTIVES TO DEVELOP NECESSARY ABILITIES, APPRECIATIONS AND UNDERSTANDINGS. SECTION II IS THE SUGGESTED COURSE OUTLINE FOR THE 1,080-HOUR COURSE, INCLUDING (1) AC FUNDAMENTALS, (2) BASIC ELECTRONICS, (3) BASIC RADIO AND RADIO RECEIVER SERVICING, (4) TELEVISION THEORY, (5) TELEVISION THEORY AND SERVICE, AND (6) COLOR TELEVISION THEORY. THE THIRD SECTION (APPENDIX) PROVIDES A SUGGESTED EQUIPMENT LIST FOR VOCATIONAL RADIO AND TELEVISION, SUGGESTED SHOP LAYOUT, REFERENCES, INSTRUCTIONAL AIDS, AND VISUAL AIDS AND FILMSTRIPS. (AW)

VT 010 214
TRAINING RECOMMENDATIONS: PLUMBING TECHNICIAN.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - AUG69 17P.

DESCRIPTORS - *PROGRAM CONTENT; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; PLUMBING; SUBPROFESSIONALS
IDENTIFIERS - *IRELAND

ABSTRACT - THIS GUIDE IS ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS. PRINCIPAL FEATURES OF THIS GUIDE FOR PLUMBING TECHNICIANS ARE AN OUTLINE OF THE TRAINING PROGRAM LISTING TYPE OF TRAINING, PLANNED OFFICE EXPERIENCE, PRACTICAL ON-SITE EXPERIENCE, AND RECOMMENDED FURTHER EDUCATION, AND A SAMPLE TIMETABLE OF THE TRAINING PROGRAM CORRELATING THE OPERATIONS PERFORMED, WEEKS SPENT ON SITE AND IN THE OFFICE, AND FURTHER EDUCATION. RECRUITMENT, JOB DESCRIPTION, TRAINING DESCRIPTIONS, AND INFORMATION ON FURTHER EDUCATION, TRAINING RECORDS, AND GRANTS ALSO ARE COVERED BRIEFLY. PERSONAL SPECIFICATIONS, INTERVIEWING HINTS, AND A SAMPLE APPLICATION FORM ARE APPENDED. (AW)

VT 010 215
TRAINING RECOMMENDATIONS: APPRENTICE BRICKLAYER.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - NOV68 22P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; BRICKLAYERS
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE RELATES TO APPRENTICE BRICKLAYERS. PRINCIPAL FEATURE OF THE PROGRAM IS A TOPICAL OUTLINE OF A BASIC SKILLS COURSE FOR "OFF-THE-JOB" TRAINING, INCLUDING OPERATIONS TO BE PERFORMED, AND SKILLS AND KNOWLEDGE TO BE ACQUIRED. PART I OF THE THREE-PART COURSE OUTLINE COVERS HAND TOOLS, MORTAR, FOUNDATIONS, BRICK WALLING, AND PARTITIONS; PART II OUTLINES FORMATION AND BRIDGING OF OPENINGS, FIREPLACES, AND REINFORCED BRICKWORK; AND PART III DEALS WITH

FOUNDATIONS, DRAINAGE, CLADDING, AND DECORATIVE AND FUNCTIONAL FEATURES. GENERAL INFORMATION ON THE PROGRAM, SUCH AS RECRUITMENT, TRAINING RECORDS AND JOB DESCRIPTION IS PRESENTED BRIEFLY, AND INTERVIEWING HINTS, A SAMPLE APPLICATION, AND PERSONAL TRAINEE QUALIFICATIONS ARE APPENDED. (AW)

VT 010 216
TRAINING RECOMMENDATIONS: BUILT-UP ROOFING.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - NOV68 24P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; CURRICULUM GUIDES; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; ROOFERS
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE PRESENTS RECOMMENDATIONS FOR TRAINING ROOFERS. PRINCIPAL FEATURES OF THE PROGRAM ARE OUTLINES OF BASIC SKILLS COURSES FOR BOTH THE "LEARNER" AND "IMPROVER" TRAINEE, LISTING THE KNOWLEDGE REQUIRED AND THE OPERATIONS AND SKILLS INVOLVED. THE ENTIRE TRAINING PROGRAM, INCLUDING VARIOUS ASPECTS OF TRAINING, DURATION OF TRAINING TIME FOR EACH ASPECT, AND GENERAL INFORMATION CONCERNING EACH ASPECT OF TRAINING IS ALSO OUTLINED. A DETAILED JOB DESCRIPTION, OBJECTIVES, RECRUITMENT, INDUCTION, TRAINING RECORDS, AND GRANTS ARE COVERED BRIEFLY. APPENDIXES PROVIDE ADDITIONAL INFORMATION ON SELECTION AND RECRUITMENT, PERSONAL QUALIFICATIONS OF TRAINEES, INTERVIEWING HINTS, AND A SAMPLE APPLICATION FORM. (AW)

VT 010 217
TRAINING RECOMMENDATIONS: APPRENTICE CONSTRUCTIONAL STEEL FABRICATOR.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - NOV68 24P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THE MAIN FEATURE OF THIS GUIDE FOR APPRENTICE CONSTRUCTIONAL STEEL FABRICATORS IS A TOPICAL OUTLINE OF A 2-YEAR BASIC SKILLS COURSE FOR "OFF-THE-JOB" TRAINING, WHICH INCLUDES OPERATIONS TO BE PERFORMED, SKILLS TO BE ACQUIRED, AND KNOWLEDGE TO BE GAINED. TOPICS COVERED ARE: (1) READING DRAWINGS AND SPECIFICATIONS, (2) TEMPLATE MAKING AND SETTING OUT, (3) PREPARATION OF STRUCTURAL STEEL MEMBERS, (4) ASSEMBLY, AND (5) PROTECTING STEEL AGAINST CORROSION. OBJECTIVES, RECRUITMENT, INDUCTION, ASSOCIATED EDUCATION, CRAFT TRAINING, TRAINING RECORDS, AND GRANTS ARE DISCUSSED BRIEFLY. (AW)

VT 010 218
TRAINING RECOMMENDATIONS: APPRENTICE ROOF SLATER AND TILER.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND).
PUB DATE - NOV68 17P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; ROOFERS
IDENTIFIERS - *IRELAND

ABSTRACT - THIS GUIDE IS ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS. PRINCIPAL FEATURE OF THIS PROGRAM FOR APPRENTICE ROOF SLATERS AND TILERS IS A TOPICAL OUTLINE OF THE BASIC COURSE FOR "OFF-THE-JOB" TRAINING, INCLUDING OPERATIONS TO BE PERFORMED, SKILLS INVOLVED, AND KNOWLEDGE REQUIRED. TOPICS COVERED IN THE OUTLINE ARE: (1) SLATING, (2) TILING, (3) SHINGLES, (4) SETTING AND FIXING FLASHINGS, (5) SETTING AND FIXING RIDGE VERGE AND HIP COVERINGS, AND (6) MAINTENANCE OF RAIN-WATER FITTINGS. ALSO COVERED BRIEFLY IN THE GUIDE ARE OBJECTIVES, RECRUITMENT, INDUCTION, ON- AND OFF-THE-JOB TRAINING, FURTHER EDUCATION, CRAFT TRAINING, TRAINING RECORDS, JOB DESCRIPTIONS, AND GRANTS. ADDITIONAL INFORMATION ON SELECTION AND RECRUITMENT, PERSONAL QUALIFICATIONS OF TRAINEES, INTERVIEWING HINTS, AND A SAMPLE APPLICATION FORM ARE APPENDED. (AW)

VT 010 219
TRAINING RECOMMENDATIONS: CIVIL ENGINEERING TECHNICIANS.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - JAN68 17P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; ENGINEERING TECHNICIANS; CIVIL ENGINEERING
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE IS DESIGNED TO AID IN TRAINING CIVIL ENGINEERING TECHNICIANS. PRINCIPAL FEATURES OF THE PROGRAM ARE DETAILED DESCRIPTIONS OF: (1) ON-THE-JOB TRAINING, INCLUDING A DETAILED OUTLINE LISTING SUBJECTS TO BE COVERED, YEAR AND QUARTER OF STUDY, AND POSITION OF

INSTRUCTOR, AND (2) TECHNICAL COLLEGE TRAINING, GIVING ENTRY REQUIREMENTS, SUBJECTS TO BE COVERED EACH YEAR, AND INFORMATION ON CERTIFICATION FOR VARIOUS LEVELS OF TRAINING. RECRUITMENT, OCCUPATIONAL DESCRIPTION, INDUCTION TRAINING AND OTHER GENERAL INFORMATION ARE COVERED BRIEFLY. INTERVIEWING HINTS ARE APPENDED. (AW)

VT 010 220
TRAINING RECOMMENDATIONS: HEATING AND VENTILATING TECHNICIANS.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST
(NORTHERN IRELAND)
PUB DATE - JAN68 11P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; HEATING; VENTILATION; SUBPROFESSIONALS
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE RELATES TO HEATING AND VENTILATING TECHNICIANS. CONTENT HEADINGS ARE: (1) INTRODUCTION, (2) RECRUITMENT, (3) JOB SPECIFICATION, (4) KNOWLEDGE REQUIRED BY TECHNICIANS, (5) TRAINING PROGRAMME, (6) DETAIL OF TRAINING, (7) GRANTS, AND (8) CONCLUSION. THE SECTION ON DETAIL OF TRAINING PROVIDES SUBJECT REQUIREMENTS FOR BOTH JUNIOR AND SENIOR TECHNICIANS. INTERVIEWING HINTS ARE APPENDED. (AW)

VT 010 221
TRAINING RECOMMENDATIONS: HEATING AND VENTILATING APPRENTICES.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST
(NORTHERN IRELAND)
PUB DATE - JAN68 12P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; CURRICULUM GUIDES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; HEATING; VENTILATION
IDENTIFIERS - *IRELAND

ABSTRACT - THIS GUIDE, ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, IS CONCERNED WITH RECOMMENDATIONS FOR TRAINING APPRENTICES IN HEATING AND VENTILATING. THE PRINCIPAL FEATURE OF THE GUIDE IS THE SYLLABUS AND TRAINING PROGRAM, OUTLINING A 4-YEAR TECHNICAL COLLEGE AND INDUSTRIAL TRAINING EXPERIENCE. OTHER FEATURES COVERED BRIEFLY ARE PURPOSE, OBJECTIVES, OCCUPATIONAL DESCRIPTION, RECRUITMENT, AND INDUCTION TRAINING. A SAMPLE APPLICATION FORM AND HINTS ON INTERVIEWING ARE APPENDED. (AW)

VT 010 222
TRAINING RECOMMENDATIONS: APPRENTICE PAINTERS.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST
(NORTHERN IRELAND)
PUB DATE - JUN67 12P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; PAINTING
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE FOR APPRENTICE PAINTERS PRESENTS AN OUTLINE OF A 25-WEEK BASIC SKILLS COURSE TO BE FOLLOWED IN THE FIRST YEAR OF APPRENTICESHIP, AND A 9-WEEK OUTLINE FOR THE SECOND, THIRD, OR FOURTH YEARS. BASIC SKILLS TO BE DEVELOPED, TRAINING NECESSARY, AND APPROXIMATE LENGTH OF TIME (IN WEEKS) TO BE SPENT ON EACH ITEM ARE GIVEN. OTHER FEATURES OF THE PROGRAM, BRIEFLY COVERED, ARE THE PURPOSE, OBJECTIVES, JOB DESCRIPTION, RECRUITMENT, SELECTION, TRAINING, INDUCTION, FURTHER EDUCATION, SUPERVISION, GRANTS, AND ON- AND OFF-THE-JOB TRAINING. A SAMPLE APPLICATION FORM IS APPENDED. (AW)

VT 010 223
TRAINING RECOMMENDATIONS: APPRENTICE PLUMBERS.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST
(NORTHERN IRELAND)
PUB DATE - JUN67 17P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; CURRICULUM GUIDES; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; PLUMBING
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE FOR APPRENTICE PLUMBERS FEATURES: (1) GENERAL INFORMATION, (2) OBJECTIVES OF THE PROGRAM, (3) JOB DESCRIPTION, (4) TIPS ON RECRUITMENT AND SELECTION OF APPRENTICES, (5) INDUCTION TRAINING SUGGESTIONS, (6) AN OUTLINE OF THE TRAINING PROGRAM, AND (7) INFORMATION ON GRANTS. APPENDIXES INCLUDE AN OUTLINE OF SKILLS AND OPERATIONS TO BE TAUGHT IN ON-THE-JOB TRAINING, A SAMPLE APPLICATION FORM, HINTS ON INTERVIEWING, AND A BASIC OUTLINE FOR FIRST YEAR "OFF-THE-JOB" TRAINING. (AW)

VT 010 224
TRAINING RECOMMENDATIONS: ELECTRICAL INSTALLATION APPRENTICES.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST
(NORTHERN IRELAND)

PUB DATE - JUN67 31P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; ELECTRICIANS
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE PRESENTS RECOMMENDATIONS FOR TRAINING ELECTRICAL INSTALLATION APPRENTICES. PRINCIPAL FEATURES OF THE GUIDE ARE TWO SUGGESTED TRAINING PLAN OUTLINES, THE FIRST SPREADING THE OFF-THE-JOB TRAINING COURSE OVER A 3-YEAR PERIOD, (THREE 14-WEEK PERIODS) AND THE SECOND CONSOLIDATING THE THREE SECTIONS INTO A 1-YEAR, 40-WEEK PROGRAM. BOTH PLANS LIST PRACTICAL WORK TO BE DONE AND KNOWLEDGE AND SKILLS TO BE ACQUIRED. TECHNICAL TRAINING IN THE ELECTRICAL CONTRACTING INDUSTRY AND THE ON-THE-JOB TRAINING PROGRAM ARE ALSO PROVIDED. GENERAL INFORMATION SUCH AS JOB DESCRIPTION, PURPOSE, AND RECRUITMENT ARE COVERED BRIEFLY. (AW)

VT 010 225
TRAINING OF GENERAL FOREMEN: INTERIM RECOMMENDATIONS.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - DEC67 12P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; SUPERVISORS
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE DEALS WITH RECOMMENDATIONS FOR TRAINING GENERAL FOREMEN. PRINCIPAL FEATURES ARE: (1) INTRODUCTORY INFORMATION, (2) DUTIES AND RESPONSIBILITIES OF FOREMEN, (3) RECZUITMENT, (4) GENERAL TRAINING, (5) INDUCTION TRAINING, (6) OFF-THE-JOB TRAINING, AND (7) ON-THE-JOB TRAINING. (AW)

VT 010 226
TRAINING RECOMMENDATIONS: APPRENTICE CARPENTER AND JOINER.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - NOV68 25P.

DESCRIPTORS - *PROGRAM GUIDES; CARPENTERS; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; CURRICULUM GUIDES
IDENTIFIERS - *IRELAND

ABSTRACT - THIS GUIDE IS ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR THE BUILDING TRADES OCCUPATIONS OF APPRENTICE CARPENTERS AND JOINERS. CONTENTS COVER: (1) INTRODUCTION, (2) TRAINING RECOMMENDATIONS, (3) OBJECTIVES OF RECOMMENDATIONS, (4) RECRUITMENT, (5) INDUCTION, (6) "OFF-THE-JOB" TRAINING, (7) "ON-THE-JOB" TRAINING, (8) ASSOCIATED FURTHER EDUCATION, (9) ESSENTIAL ELEMENTS IN CRAFT TRAINING, (10) RECORDS OF TRAINING, (11) GRANTS, (12) JOB DESCRIPTION, AND (13) THE TRAINING PROGRAMME. OUTLINES OF BASIC SKILLS COURSE, PARTS I, II, AND III, LISTING OPERATIONS TO BE PERFORMED AND SKILLS AND KNOWLEDGE TO BE OBTAINED ARE APPENDED, AS WELL AS INFORMATION ON SELECTION AND RECRUITMENT, PERSONAL SPECIFICATIONS, INTERVIEWING HINTS, AND A SAMPLE APPLICATION FORM. (AW)

VT 010 227
TRAINING RECOMMENDATIONS: BUILDING TECHNICIANS.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - JAN68 18P.

DESCRIPTORS - *CURRICULUM GUIDES; *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY
IDENTIFIERS - *IRELAND

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE PRESENTS RECOMMENDATIONS FOR BUILDING TECHNICIANS. PRINCIPAL TOPICS COVERED ARE: (1) THE NEED FOR GOOD STAFF, (2) RECRUITMENT, (3) DETAILS OF TRAINING PLAN, (4) INDUCTION TRAINING, (5) TRAINING ON-THE-JOB, (6) TRAINING IN THE TECHNICAL COLLEGE, AND (7) WORK BOOK. INTERVIEWING HINTS ARE APPENDED. (AW)

VT 010 234
TRAINING RECOMMENDATIONS: APPRENTICE PLASTERER.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - NOV68 17P.

DESCRIPTORS - *PROGRAM CONTENT; PROGRAM GUIDES; CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY
IDENTIFIERS - *IRELAND; PLASTERERS

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE RELATES TO TRAINING OF APPRENTICE PLASTERERS. THE PROGRAM INCLUDES OUTLINES OF: (1) THE OVERALL TRAINING PROGRAM, SPECIFYING YEAR OF TRAINING, ON-THE-JOB TRAINING, OFF-THE-JOB

TRAINING, AND FURTHER EDUCATION, AND (2) BASIC SKILLS COURSE FOR OFF-THE-JOB TRAINING, INCLUDING OPERATIONS TO BE PERFORMED AND BASIC SKILLS AND KNOWLEDGE INVOLVED. OBJECTIVES, RECRUITMENT, INDUCTION, FURTHER EDUCATION, TRAINING RECORDS, JOB DESCRIPTION, AND GRANTS ARE ALSO COVERED BRIEFLY. PERSONAL SPECIFICATIONS OF TRAINEES, INTERVIEWING HINTS, AND A SAMPLE APPLICATION FORM ARE APPENDED. (AW)

VT 010 235
TRAINING RECOMMENDATIONS: SCAFFOLDERS.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - NOV68 18P.

DESCRIPTORS - CURRICULUM GUIDES; *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY
IDENTIFIERS - *IRELAND; SCAFFOLDERS

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR THE BUILDING TRADES OCCUPATION OF SCAFFOLDER. THIS GUIDE FOR TRAINING SCAFFOLDERS INCLUDES: (1) AN OUTLINE OF THE TRAINING PROGRAM, INCLUDING ASPECTS OF TRAINING, LENGTH OF TIME RECOMMENDED FOR EACH ASPECT, AND GENERAL INFORMATION, AND (2) BASIC SKILLS COURSES FOR BEGINNING AND ADVANCED SCAFFOLDERS AND SCAFFOLDER CHARGE-HANDS, LISTING SKILLS AND ABILITIES TO BE ACQUIRED IN EACH COURSE. OBJECTIVES, RECRUITMENT, ON- AND OFF-THE-JOB TRAINING, INDUCTION, TRAINING RECORDS, JOB DESCRIPTION, AND GRANTS ARE ALSO COVERED BRIEFLY. INTERVIEWING HINTS AND PERSONAL TRAINEE QUALIFICATIONS ARE APPENDED. (AW)

VT 010 236
TRAINING RECOMMENDATIONS: APPRENTICE FLOOR AND WALL TILER.

CONSTRUCTION INDUSTRY TRAINING BOARD, BELFAST (NORTHERN IRELAND)
PUB DATE - NOV68 21P.

DESCRIPTORS - *PROGRAM CONTENT; CURRICULUM GUIDES; PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *FOREIGN COUNTRIES; ON THE JOB TRAINING; *BUILDING TRADES; ADULT VOCATIONAL EDUCATION; CONSTRUCTION INDUSTRY; FLOOR LAYERS
IDENTIFIERS - *IRELAND; WALL TILERS

ABSTRACT - ONE OF A SERIES PREPARED BY THE CONSTRUCTION INDUSTRY TRAINING BOARD TO PROVIDE TRAINING RECOMMENDATIONS FOR BUILDING TRADES OCCUPATIONS, THIS GUIDE GIVES RECOMMENDATIONS FOR TRAINING APPRENTICE FLOOR AND WALL TILERS. BRIEFLY DESCRIBED ARE OBJECTIVES, INDUCTION, ON- AND OFF-THE-JOB TRAINING, FURTHER EDUCATION, ELEMENTS OF CRAFT TRAINING, JOB DESCRIPTIONS, AND GRANTS. PRINCIPAL FEATURE OF THE GUIDE IS AN OUTLINE OF THE BASIC SKILLS COURSE FOR OFF-THE-JOB TRAINING, LISTING OPERATIONS TO BE PERFORMED, KNOWLEDGE REQUIRED, AND SKILLS INVOLVED. HINTS ON INTERVIEWING, A SAMPLE APPLICATION FORM, PERSONAL SPECIFICATIONS OF TRAINEES, AND GENERAL INFORMATION ON SELECTION AND RECRUITMENT ARE APPENDED. (AW)

VT 010 253
VOCATIONAL INDUSTRIAL EDUCATION SERVICE; SHEET METAL (COURSE OUTLINE AND EQUIPMENT LIST).

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
PUB DATE - ND 30P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; METALS; *METAL WORKING OCCUPATIONS; *SHEET METAL WORK; *SHEET METAL WORKERS; EQUIPMENT; EQUIPMENT STANDARDS; FACILITIES; STATE STANDARDS

ABSTRACT - DEVELOPED BY TEACHERS ATTENDING INSERVICE WORKSHOPS, THIS COURSE OUTLINE AND EQUIPMENT LIST IS INTENDED TO PROVIDE STATEWIDE STANDARDS FOR COURSES IN VOCATIONAL SHEET METAL. THE FIRST SECTION OF THE MANUAL IS A TOPICAL OUTLINE OF THE 2-YEAR PROGRAM, BROKEN DOWN INTO INDIVIDUAL 6-WEEK PERIODS. SOME SUBJECT AREAS COVERED ARE SHEET METAL HAND TOOLS AND MACHINES, MANIPULATIVE PROCEDURES, LAYOUT AND CONSTRUCTION OF AIR-CONDITIONING FITTINGS, AND CORNICE AND GUTTER PROBLEMS. SECTION II LISTS SUGGESTED EQUIPMENT AND TOOLS FOR THE PROGRAM, INCLUDING DESCRIPTION OF THE ITEM, QUANTITY, AND UNIT AND TOTAL COST. ALSO INCLUDED ARE SUGGESTIONS FOR SHOP LAYOUT, SHEET METAL FACILITIES AND EQUIPMENT STANDARDS, TEXTBOOKS, REFERENCE BOOKS, INSTRUCTIONAL AIDS AND FILMS, AND PROJECTS. (AW)

VT 010 263
ALLEY, WALTER
HOW TO DO THE COMPLETE DISC AND DRUM BRAKE JOB.

AMMCO TOOLS, INC., NORTH CHICAGO, ILL.
AMMCO TOOLS, INC., 2100 COMMONWEALTH AVENUE, NORTH CHICAGO, ILLINOIS 60064.
PUB DATE - 69 35P.

DESCRIPTORS - *SUPPLEMENTARY TEXTBOOKS; *AUTO MECHANICS (OCCUPATION); *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ON THE JOB TRAINING; PHOTOGRAPHS; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *AUTOMOBILE BRAKE REPAIR

ABSTRACT - THE STEP-BY-STEP ILLUSTRATED MANUAL INCLUDES DRUM BRAKE REPAIR PROCEDURES, DISC BRAKE REPAIR PROCEDURES, AND A LIST OF DIAGNOSED BRAKE PROBLEMS. PHOTOGRAPHS ILLUSTRATE THE TEXT. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 267-VT 010 269 (ALSO IN THIS ISSUE). (GR)

VT 010 267
WHEEL ALIGNMENT MANUAL.

AMMCO TOOLS, INC., NORTH CHICAGO, ILL.
AMMCO NO. 1300
AMMCO TOOLS, INC., 2100 COMMONWEALTH AVENUE,

NORTH CHICAGO, ILLINOIS 60064.
PUB DATE - 66 47P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; *TEACHING GUIDES; *AUTO MECHANICS (OCCUPATION); TEACHING PROCEDURES; *INSTRUCTIONAL AIDS; *UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - THIS COMPREHENSIVE ILLUSTRATED MANUAL ON WHEEL ALIGNMENT SERVICE INCLUDES THE FOLLOWING CHAPTERS: (1) VEHICLE SUSPENSION DESIGN, (2) FRONT SUSPENSIONS AND STEERING SYSTEM SERVICE, (3) WHEEL ALIGNMENT FACTORS, (4) WHEEL ALIGNMENT PROCEDURES, (5) CAMBER/CASTER ADJUSTMENT METHODS, AND (6) MERCHANDISING AND SELLING WHEEL SERVICES. EACH CHAPTER INCLUDES AN INDEX TO THE ILLUSTRATIONS. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 263, VT 010 268, AND VT 010 269 (ALSO IN THIS ISSUE). (GR)

VT 010 268
BRAKE SERVICE MANUAL.

AMMCO TOOLS INC., NORTH CHICAGO, ILL.
AMMCO NO. 70003
AMMCO TOOLS, INC., 2100 COMMONWEALTH AVENUE, NORTH CHICAGO, ILLINOIS 60064.
PUB DATE - 68 68P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; *TEACHING GUIDES; *AUTO MECHANICS (OCCUPATION); RESOURCE MATERIALS; TEACHING PROCEDURES; *SUPPLEMENTARY TEXTBOOKS; INSTRUCTIONAL MATERIALS; *UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - INSTRUCTIONS FOR PERFORMING BRAKE SERVICE ON ALL PASSENGER CAR HYDRAULIC BRAKE SYSTEMS FROM 1950 THROUGH 1965, AND ON ALL POWER BRAKE UNITS ARE PROVIDED BY A SERVICE DIVISION OF A PARTS SUPPLIER. SECTIONS, CONTAINING NUMEROUS DIAGRAMS AND ILLUSTRATIONS, COVER THE FOLLOWING TOPICS: (1) FUNDAMENTALS OF OPERATION, (2) WHEEL CYLINDERS-DRUM BRAKE, (3) MASTER CYLINDERS, (4) REMOVAL AND INSTALLATION OF BRAKE DRUMS AND SHOES, (5) PARKING BRAKES, (6) SERVICING BRAKE DRUMS, (7) DISC BRAKES - SERVICING THE DISC, (8) BRAKE SHOE GRINDING, (9) MINOR AND MAJOR ADJUSTMENTS - DRUM BRAKES, (10) BLEEDING THE HYDRAULIC SYSTEM, (11) DISC BRAKE REMOVAL AND ASSEMBLY, (12) HYDRAULIC BRAKE POWER BOOSTER UNITS, (13) TROUBLE SYMPTOMS AND POSSIBLE CAUSES, (14) DRUM BRAKE APPLICATION GUIDE, AND (15) DISC BRAKE APPLICATION GUIDE. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 263, VT 010 267, AND VT 010 269 (ALL IN THIS ISSUE). (GR)

VT 010 269
DISC BRAKE MANUAL.

AMMCO TOOLS INC., NORTH CHICAGO, ILL.
AMMCO NO. 9424
AMMCO TOOLS, INC., 2100 COMMONWEALTH AVENUE, NORTH CHICAGO, ILLINOIS 60064.
PUB DATE - 69 43P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; *TEACHING GUIDES; *AUTO MECHANICS (OCCUPATION); TEACHING PROCEDURES; *INSTRUCTIONAL AIDS

ABSTRACT - DEVELOPED FROM SPECIFICATIONS AND PROCEDURES RECOMMENDED BY AUTOMOTIVE MANUFACTURERS, BRAKE MANUFACTURERS, AND BRAKE PARTS AND SERVICE EQUIPMENT SUPPLIERS, THE MANUAL IS AN ILLUSTRATED GUIDE FOR THE SERVICEMAN IN SERVICING DISC BRAKES, INCLUDING 1969 MODELS. SECTION HEADINGS ARE: (1) FUNDAMENTALS OF OPERATION, (2) BRAKE INSPECTION, REMOVAL AND ASSEMBLY, (3) DISC BRAKE SERVICE PROCEDURES, (4) SERVICING THE DISC BRAKE HYDRAULIC SYSTEM, (5) DISC BRAKES USED ON FOREIGN CARS, (6) DISC BRAKE SERVICE DIAGNOSIS, AND (7) DISC BRAKE SPECIFICATION GUIDE. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 263, VT 010 267, AND VT 010 268 (ALL IN THIS ISSUE). (GR)

VT 010 326 ED 038 503
HEAVY CONSTRUCTION EQUIPMENT MECHANIC; A SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING
OE-87044
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.287:87044, $.50).
PUB DATE - 69 50P.

DESCRIPTORS - *PROGRAM GUIDES; CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE REPAIRMEN; *EQUIPMENT MAINTENANCE; MECHANICS (PROCESS); SKILLED OCCUPATIONS
IDENTIFIERS - *HEAVY CONSTRUCTION EQUIPMENT MECHANIC

ABSTRACT - PREPARED BY A TECHNICAL WRITER FOR THE DIVISION OF MANPOWER DEVELOPMENT AND TRAINING, THIS GUIDE IS INTENDED TO AID INSTRUCTORS, SUPERVISORS, AND ADMINISTRATORS OF VOCATIONAL EDUCATION AND MANPOWER TRAINING PROGRAMS IN ESTABLISHING TRAINING PROGRAMS FOR MECHANICS AND TECHNICIANS ENTERING THE OCCUPATION OF SERVICING HEAVY CONSTRUCTION EQUIPMENT. THE CONTENT PROVIDES SUGGESTED COURSE OUTLINES, TEACHER QUALIFICATIONS, STUDENT PREREQUISITES, TIME ALLOCATION, INSTRUCTIONAL MATERIAL, TEACHING SUGGESTIONS, AND METHODOLOGY, AS WELL AS INFORMATION REGARDING EMPLOYMENT OPPORTUNITIES AND CAREER PROGRESSION. THE 26 COURSE UNITS OUTLINED INCLUDE: (1) HAND AND POWER TOOL ORIENTATION, (2) ENGINES AND ENGINE SYSTEMS, (3) PRINCIPLES OF HYDRAULICS, (4) AUTOMATIC TRANSMISSIONS, (5) BATTERIES AND FUNDAMENTALS OF ELECTRICITY, (6) WELDING FUNDAMENTALS, (7) AIR CONDITIONING, (8) INDUSTRIAL AIR COMPRESSORS, (9) INDUSTRIAL AND LABOR RELATIONS, AND (10) SHOP ECONOMICS AND WORK RELATIONSHIPS. A BIBLIOGRAPHY, REFERENCES, FILMS, GLOSSARY OF TERMS, SUGGESTED SHOP LAYOUT, AND SUGGESTED LIST OF EQUIPMENT, TOOLS, AND TRAINING AIDS ALSO ARE GIVEN. (AW)

VT 010 346
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN

WELDING.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 68 56P.

DESCRIPTORS - *PROGRAM ADMINISTRATION; METAL WORKING OCCUPATIONS; PROGRAM DESCRIPTIONS; EQUIPMENT STANDARDS; FACILITY GUIDELINES; COURSE CONTENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; TEACHER CERTIFICATION; CLUBS; *TRADE AND INDUSTRIAL EDUCATION; *WELDING; *PROGRAM GUIDES
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN WELDING WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR A WELDING PROGRAM. INCLUDED ARE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION OF THE WELDING PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR WELDING PROGRAM, (4) SHOP AND EQUIPMENT LAYOUT, (5) LIST OF EQUIPMENT AND HAND TOOLS, (6) OPERATING BUDGET, (7) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (8) SALARY, (9) TIME SCHEDULE, (10) TYPICAL COURSE CONTENT--GRADE 11, (11) TYPICAL COURSE CONTENT--GRADE 12, (12) TEXTS AND REFERENCES, (13) ADVISORY COMMITTEE, (14) PRELIMINARY PROGRAM APPROVAL, (15) TEACHER EDUCATION SERVICES, (16) CERTIFICATION OF INSTRUCTOR, (17) PROGRAMS FOR OBSERVATION, AND (18) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 347-VT 010 348 AND VT 010 351-VT 010 356 (ALL IN THIS ISSUE). (GR)

VT 010 347
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN CONSTRUCTION ELECTRICIAN.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 68 70P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; BUILDING TRADES; *PROGRAM GUIDES; *PROGRAM ADMINISTRATION; ELECTRICAL OCCUPATIONS; FACILITY GUIDELINES; PROGRAM DESCRIPTIONS; EQUIPMENT STANDARDS; COURSE CONTENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; TEACHER CERTIFICATION; CLUBS
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN CONSTRUCTION ELECTRICIAN WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR CONSTRUCTION ELECTRICIANS. INCLUDED ARE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION OF THE CONSTRUCTION ELECTRICIAN PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR CONSTRUCTION ELECTRICIANS, (4) LABORATORY AND EQUIPMENT LAYOUT, (5) LIST OF EQUIPMENT, (6) OPERATING BUDGET, (7) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (8) SALARY, (9) TIME SCHEDULE, (10) TYPICAL COURSE CONTENT--11TH AND 12TH GRADES, (11) SUGGESTED TEXTS AND REFERENCES, (12) SUGGESTED LIST OF FILMS, (13) ADVISORY COMMITTEES, (14) PRELIMINARY PROGRAM APPROVAL, (15) TEACHER EDUCATION SERVICES, (16) CERTIFICATION OF INSTRUCTORS, AND (17) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346, VT 010 348, AND VT 010 351-VT 010 356 (ALL IN THIS ISSUE). (GR)

VT 010 348
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN AUTOMOTIVE MECHANICS.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 67 83P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *PROGRAM ADMINISTRATION; *PROGRAM GUIDES; FACILITY GUIDELINES; PROGRAM DESCRIPTIONS; EQUIPMENT STANDARDS; COURSE CONTENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; INSTRUCTIONAL AIDS; TEACHER CERTIFICATION; CLUBS
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN AUTOMOTIVE MECHANICS WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR A PROGRAM. THE PROGRAM IS DESIGNED TO PROVIDE THE STUDENT WITH THE OPPORTUNITY TO DEVELOP SKILLS AND WORKHABITS, OBTAIN RELATED INFORMATION, AND ACQUIRE AN APPRECIATION FOR GOOD CRAFTSMANSHIP. INCLUDED ARE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION OF THE AUTO MECHANICS PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR AUTO MECHANICS, (4) SHOP AND EQUIPMENT LAYOUT, (5) COMPLETE LIST OF HAND TOOLS AND EQUIPMENT, (6) STUDENT TOOL KITS, (7) OPERATING BUDGET, (8) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (9) SALARY, (10) TIME SCHEDULE, (11) TYPICAL COURSE CONTENT-GRADE 11, (12) TYPICAL COURSE CONTENT-GRADE 12, (13) TEXTS AND REFERENCES, (14) INSTRUCTIONAL AIDS, (15) ADVISORY COMMITTEES, (16) PRELIMINARY PROGRAM APPROVAL, (17) TEACHER EDUCATION SERVICES, (18) CERTIFICATION OF INSTRUCTOR, (19) PROGRAMS FOR OBSERVATION, AND (20) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 347 AND VT 010 351-VT 010 356 (ALL IN THIS ISSUE). (GR)

VT 010 350
REVIEWS OF FILM ON RELATED SUBJECTS FOR PLUMBING AND PIPE FITTING APPRENTICES.

TEXAS A AND M UNIV., COLLEGE STATION.
ENGINEERING EXTENSION SERVICE
TEXAS STATE JOINT APPRENTICESHIP AND TRAINING COMMITTEE FOR THE PLUMBING AND PIPE FITTING INDUSTRY
SERIES 2
INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, F.E. DRAWER K, COLLEGE STATION, TEXAS 77843 ($.75).
PUB DATE - ND 66P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PLUMBING; *APPRENTICESHIPS; *INSTRUCTIONAL FILMS; FILMSTRIPS; *FILM STUDY; TESTS; ANSWER KEYS

ABSTRACT - DESIGNED FOR INSTRUCTOR USE IN CONDUCTING APPRENTICE TRAINING PROGRAMS, THIS BULLETIN PROVIDES CONTENT AND AVAILABILITY SOURCES FOR 15 FILMS RELATED TO THE PLUMBING AND PIPE FITTING INDUSTRY. FOLLOWING BRIEF REVIEWS OF THE FILMS, QUESTIONS, WITH ANSWERS, ARE GIVEN, TO BE USED AT THE INSTRUCTOR'S DISCRETION. ALSO INCLUDED ARE OBJECTIVE TESTS AND ANSWER SHEETS COVERING SIX ADDITIONAL FILMS WHICH ARE NAMED BUT NOT REVIEWED. THE FILMS CITED MAY BE BORROWED FOR ONLY THE COST OF RETURN POSTAGE. (AW)

VT 010 351
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN INDUSTRIAL ELECTRICIAN.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 68 52P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; *PROGRAM GUIDES; *PROGRAM ADMINISTRATION; ELECTRICAL OCCUPATIONS; FACILITY GUIDELINES; PROGRAM DESCRIPTIONS; COURSE CONTENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; TEACHER CERTIFICATION; CLUBS; FILMS
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN INDUSTRIAL ELECTRICIAN WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR A PROGRAM. INCLUDED ARE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION OF THE INDUSTRIAL EDUCATION ELECTRICIAN PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR INDUSTRIAL ELECTRICIAN, (4) LABORATORY AND EQUIPMENT LAYOUT, (5) LIST OF EQUIPMENT, (6) OPERATING BUDGET, (7) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (8) SALARY, (9) TIME SCHEDULE, (10) TYPICAL COURSE CONTENT--11TH AND 12TH GRADES, (11) SUGGESTED TEXTS AND REFERENCES, (12) SUGGESTED LIST OF FILMS, (13) ADVISORY COMMITTEES, (14) PRELIMINARY PROGRAM APPROVAL, (15) TEACHER EDUCATION SERVICES, (16) CERTIFICATION OF INSTRUCTORS, (17) PROGRAMS FOR OBSERVATION, AND (18) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 352-VT 010 356 (ALL IN THIS ISSUE). (GR)

VT 010 352
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN SMALL APPLIANCE REPAIR.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 68 51P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; *APPLIANCE REPAIRING; *APPLIANCE SERVICE TECHNICIANS; ELECTRICAL APPLIANCES; ELECTRICAL OCCUPATIONS; *PROGRAM ADMINISTRATION; FACILITY GUIDELINES; COURSE CONTENT; PROGRAM DESCRIPTIONS; GRADE 11; GRADE 12; ADVISORY COMMITTEES; TEACHER CERTIFICATION; CLUBS
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN SMALL APPLIANCE REPAIR WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR A PROGRAM. CONTENTS ARE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION AND OBJECTIVES OF APPLIANCE REPAIR PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR APPLIANCE REPAIR PROGRAM, (4) SHOP AND EQUIPMENT LAYOUT, (5) LIST OF EQUIPMENT, (6) SUGGESTED LIST OF EXPENDABLE SUPPLIES, (7) OPERATING BUDGET, (8) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (9) SALARY, (10) TIME SCHEDULE, (11) TYPICAL COURSE CONTENT--11TH AND 12TH GRADES, (12) SUGGESTED LIST OF TEXTS AND REFERENCES, (13) SUGGESTED LIST OF FILMS, (14) ADVISORY COMMITTEES, (15) PRELIMINARY PROGRAM APPROVAL, (16) TEACHER EDUCATION SERVICES, (17) CERTIFICATION OF INSTRUCTORS, AND (18) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (ALL IN THIS ISSUE). (GR)

VT 010 353
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN SHEET METAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 69 55P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; *SHEET METAL WORK; METAL WORKING OCCUPATIONS; *PROGRAM ADMINISTRATION; FACILITY GUIDELINES; PROGRAM DESCRIPTIONS; COURSE CONTENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; FILMS; TEACHER CERTIFICATION; CLUBS
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN SHEET METAL WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR A PROGRAM. CONTENTS INCLUDE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION AND OBJECTIVES OF THE SHEET METAL PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR SHEET METAL, (4) LABORATORY AND EQUIPMENT LAYOUT, (5) LIST OF EQUIPMENT, (6) OPERATING BUDGET, (7) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (8) SALARY, (9) TIME SCHEDULE, (10) TYPICAL COURSE CONTENT, (11) SUGGESTED TEXTS, REFERENCES, AND FILMS, (12) ADVISORY COMMITTEES, (13) PRELIMINARY PROGRAM APPROVAL, (14) TEACHER EDUCATION SERVICES, (15) CERTIFICATION OF INSTRUCTORS, (16) PROGRAMS FOR OBSERVATION, AND (17) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (ALL IN THIS ISSUE). (GR)

VT 010 354
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN RADIO AND TELEVISION.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 68 51P.

DESCRIPTORS - *TELEVISION REPAIRMEN; *RADIO; SERVICE OCCUPATIONS; *PROGRAM ADMINISTRATION; FACILITY GUIDELINES; PROGRAM DESCRIPTIONS; FILMS; COURSE CONTENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; TEACHER CERTIFICATION; CLUBS; *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN RADIO AND TELEVISION WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR A PROGRAM. CONTENTS INCLUDE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION AND OBJECTIVES OF THE RADIO AND T.V. PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR RADIO AND T.V., (4) LABORATORY AND EQUIPMENT LAYOUT, (5) LIST OF EQUIPMENT, (6) OPERATING BUDGET, (7) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (8) SALARY, (9) TIME SCHEDULE, (10) TYPICAL COURSE CONTENT--11TH AND 12TH GRADES, (11) SUGGESTED TEXTS AND REFERENCES, (12) SUGGESTED LIST OF FILMS, (13) ADVISORY COMMITTEES, (14) PRELIMINARY PROGRAM APPROVAL, (15) TEACHER EDUCATION SERVICES, (16) CERTIFICATION OF INSTRUCTORS, (17) PROGRAMS FOR OBSERVATION, AND (18) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (ALL IN THIS ISSUE). (GR)

VT 010 355
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN AUTOMOTIVE BODY AND FENDER REPAIR.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 67 57P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; *AUTO BODY REPAIRMEN; *PROGRAM ADMINISTRATION; FACILITY GUIDELINES; PROGRAM DESCRIPTIONS; FILMS; COURSE CONTENT; ADVISORY COMMITTEES; CLUBS; TEACHER CERTIFICATION
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN AUTOMOTIVE BODY AND FENDER REPAIR WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR A PROGRAM. CONTENTS INCLUDE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION OF THE AUTOMOTIVE BODY AND FENDER REPAIR PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR AUTOMOTIVE BODY AND FENDER, (4) SHOP AND EQUIPMENT LAYOUT, (5) LIST OF EQUIPMENT, (6) OPERATING BUDGET, (7) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (8) SALARY, (9) TIME SCHEDULE, (10) TYPICAL COURSE OF STUDY, (11) SUGGESTED TEXTS AND REFERENCES, (12) SUGGESTED LIST OF FILMS, (13) ADVISORY COMMITTEES, (14) PRELIMINARY PROGRAM APPROVAL, (15) TEACHER EDUCATION SERVICES, (16) CERTIFICATION OF INSTRUCTOR, (17) PROGRAMS FOR OBSERVATION, AND (18) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (ALL IN THIS ISSUE). (GR)

VT 010 356
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN INDUSTRIAL ELECTRONICS.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 68 66P.

DESCRIPTORS - *TRADE AND INDUSTRIAL

EDUCATION; *PROGRAM GUIDES; *ELECTRONIC TECHNICIANS; *ELECTRICAL OCCUPATIONS; *PROGRAM ADMINISTRATION; FACILITY GUIDELINES; PROGRAM DESCRIPTIONS; FILMS; COURSE CONTENT; ADVISORY COMMITTEES; CLUBS; TEACHER CERTIFICATION
IDENTIFIERS - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA; VICA

ABSTRACT - THIS SUGGESTED GUIDELINE FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN INDUSTRIAL ELECTRONICS WAS DEVELOPED BY STATE SUPERVISORS FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING A PROGRAM OR DESIGNING A BUDGET FOR A PROGRAM. CONTENTS INCLUDE: (1) PURPOSE OF TRADE AND INDUSTRIAL EDUCATION, (2) DESCRIPTION OF THE INDUSTRIAL ELECTRONICS PROGRAM, (3) EDUCATIONAL SPECIFICATIONS FOR INDUSTRIAL ELECTRONICS, (4) LABORATORY AND EQUIPMENT LAYOUT, (5) LIST OF EQUIPMENT AND HAND TOOLS, (6) OPERATING BUDGET, (7) COURSE LENGTH, CLASS SIZE AND REIMBURSEMENT, (8) SALARY, (9) TIME SCHEDULE, (10) TYPICAL COURSE CONTENT--11TH AND 12TH GRADES, (11) SUGGESTED TEXTS AND REFERENCES, (12) SUGGESTED LIST OF FILMS, (13) ADVISORY COMMITTEES, (14) PRELIMINARY PROGRAM APPROVAL, (15) TEACHER EDUCATION SERVICES, (16) CERTIFICATION OF INSTRUCTORS, (17) PROGRAMS FOR OBSERVATION, AND (18) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 355 (ALL IN THIS ISSUE). (GR)

VT 010 379
GATTONE, FELIX
AIR CONDITIONING AND HEATING TECHNOLOGY-II.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
SOMERSET COUNTY TECHNICAL INST., SOMERVILLE, N.J.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.25).
PUB DATE - NOV65 346P.

DESCRIPTORS - *TECHNICAL EDUCATION; OCCUPATIONAL INFORMATION; *SUBPROFESSIONALS:*HEATING; *AIR CONDITIONING; *TEXTBOOKS

ABSTRACT - KNOWLEDGE AND TECHNIQUES EMPLOYED IN THE AIR CONDITIONING AND HEATING INDUSTRY BY TECHNICIANS IN THE SALES, APPLICATION, LABORATORY, AND SERVICE AREAS ARE PRESENTED. INTENDED FOR USE IN A ONE-SEMESTER COURSE OF FOR UPGRADING THOSE ALREADY WORKING IN THIS AREA, EMPHASIS IS UPON TECHNICAL THEORY RATHER THAN SINGLE SKILLS OR SPECIALIZED KNOWLEDGE. THE CHAPTERS, ILLUSTRATED WITH NUMEROUS CHARTS AND DIAGRAMS, ARE: (1) OCCUPATIONAL OPPORTUNITIES, (2) DEVELOPMENT OF THE INDUSTRY, (3) BASIC FOR AIR CONDITIONING, (4) PSYCHOMETRICS, (5) THE PSYCHOMETRIC CHART, (6) APPLICATION OF THE PSYCHOMETRIC CHART, (7) HEAT TRANSFER, (8) FACTORS AFFELTING AIR-CONDITIONING COOLING LOADS, (9) COOLING LOAD CALCULATIONS, (10) SELECTION OF EQUIPMENT FOR COOLING, (11) TECHNICAL PRINCIPLES OF AIR FLOW, (12) DESIGNING OF DUCT DISTRIBUTION SYSTEMS, (13) DUCT SIZING, (14) MECHANICS OF DUCT SYSTEMS, (15) DUCT INSTALLATION DESIGN, (16) COOLING TOWERS, (17) WATER TREATMENT, (18) HEATING LOAD, (19) CALCULATING HEATING LOADS, (20) SELECTING HEATING AND HUMIDIFYING EQUIPMENT, (21) HYDRONIC HEATING AND COOLING, (22) HEATING BOILERS AND FURNACES, (23) OPERATION AND MAINTENANCE OF BOILERS AND FURNACES, (24) CHIMNEYS AND FLUE DRAFT, (25) DOMESTIC AND COMMERCIAL OIL BURNERS, (26) BASIC INSTRUMENTATION, (27) MEASURE AND CONTROL INSTRUMENTATION, AND (28) APPLICATION OF INSTRUMENTATION TO THE AIR CONDITIONING AND HEATING TECHNOLOGY. A SERIES OF QUESTIONS FOLLOWS EACH CHAPTER. (JK)

VT 010 389
SCARITO, SALVATORE; O'CONNELL, JOHN J.
THE INTERNAL COMBUSTION ENGINE (GASOLINE ENGINE).

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - OCT66 93P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *AUTO MECHANICS; ENGINES; *LABORATORY MANUALS; TEACHING GUIDES; TEACHING PROCEDURES; *LESSON PLANS; REFERENCE MATERIALS

ABSTRACT - TO FURNISH THE STUDENT WITH AN UNDERSTANDING OF THE OPERATING PRINCIPLE, CONSTRUCTION, AND DESIGN OF THE GASOLINE INTERNAL COMBUSTION ENGINE, 10 UNITS OF INSTRUCTION WERE DEVELOPED. THE UNITS, ILLUSTRATED WITH DIAGRAMS AND PHOTOGRAPHS, ARE: (1) ENGINE FUNDAMENTALS, SEVEN LESSONS, (2) VALVE SYSTEMS, FIVE LESSONS, (3) CYLINDER HEADS, FIVE LESSONS, (4) ENGINE BLOCK, FIVE LESSONS, (5) PISTONS, RINGS AND CONNECTING RODS, THREE LESSONS, (6) CAMSHAFT AND BUSHINGS, TWO LESSONS, (7) CRANKSHAFT AND BEARINGS, THREE LESSONS, (8) TIMING CHAIN, GEARS AND FLYWHEEL, THREE LESSONS, (9) LUBRICATING SYSTEMS, THREE LESSONS, AND (10) COOLING SYSTEMS, FIVE LESSONS. EACH LESSON CONTAINS THE LESSON OBJECTIVE, EQUIPMENT LIST, RELATED INFORMATION, PROCEDURE (WHEN NEEDED), AND PROGRESS QUESTIONS. SAFETY PROCEDURES AND REFERENCES ARE ALSO INCLUDED. (GR)

VT 010 390
SCARITO, SLAVATORE; KOULTUKIS, SOTIRIOS
BASIC AUTOMOTIVE REPAIR-I.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVNZBRTY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - JAN65 164P.

DESCRIPTORS - *AUTO MECHANICS (OCCUPATION);

*TRADE AND INDUSTRIAL EDUCATION; MOTOR VEHICLES; AUTO MECHANICS; SKILLED WORKERS; *LABORATORY MANUALS; *TEACHING GUIDES; TEACHING PROCEDURES; *LESSON PLANS

ABSTRACT - PREPARED BY VOCATIONAL EDUCATION INSTRUCTORS, THIS GUIDE WILL AID THE TEACHER IN PREPARING STUDENTS FOR JOB ENTRY INTO AUTOMOTIVE REPAIR SHOPS. THE 10 UNITS, EACH CONTAINING AN INTRODUCTION OR INFORMATION SHEET AND AN ACHIEVEMENT TEST, INCLUDE: (1) SAFETY, 10 LESSONS, (2) HAND TOOLS, SIX LESSONS, (3) FRONT WHEEL ASSEMBLIES, SEVEN LESSONS, (4) REAR AXLE ASSEMBLIES, FIVE LESSONS, (5) HYDRAULIC BRAKE SYSTEMS, EIGHT LESSONS, (6) PROPELLOR OR DRIVE SHAFT, ONE LESSON, (7) TRANSMISSION REMOVAL, ONE LESSON, (8) THE CLUTCH ASSEMBLY, FOUR LESSONS, (9) THE STEERING ASSEMBLY, FOUR LESSONS, AND (10) LUBRICATION, THREE LESSONS. EACH LESSON PLAN INCLUDES LESSON OBJECTIVE, EQUIPMENT LIST, NECESSARY INFORMATION, PROCEDURE, AND ASSIGNMENT. ACHIEVEMENT TESTS FOR EACH UNIT ARE INCLUDED AS WELL AS A BIBLIOGRAPHY. (GR)

VT 010 429
MAINTENANCE MAN, BUILDING; A SUGGESTED GUIDE FOR A TRAINING COURSE.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICES
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. MANPOWER DEVELOPMENT AND TRAINING DIV.
OE-87043
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.287:87043, $.35).
PUB DATE - 69 33P.

DESCRIPTORS - *SERVICE OCCUPATIONS; *MAINTENANCE; *BUILDINGS; *TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL MATERIALS; *CURRICULUM GUIDES; BIBLIOGRAPHIES; ADULT VOCATIONAL EDUCATION

ABSTRACT - THIS GUIDE, DESIGNED TO HELP ADMINISTRATORS AND TEACHERS TRAIN PERSONS IN THE MANIPULATIVE SKILLS AND KNOWLEDGE NECESSARY FOR COMPETENCE IN BUILDING MAINTENANCE, INCLUDES BACKGROUND INFORMATION, DESCRIPTIONS OF COURSE UNITS, DIRECTIONS ON TEACHING THE COURSE AND A BIBLIOGRAPHY. THE COURSE IS APPROXIMATELY 768 HOURS DIVIDED INTO 12 UNITS OF STUDY WITH A SUGGESTED NUMBER OF HOURS FOR EACH UNIT. SUGGESTED LISTS OF MACHINE TOOLS, HAND AND PORTABLE TOOLS, MISCELLANEOUS EQUIPMENT AND SUPPLIES AND A SUGGESTED TRAINING FACILITY FLOOR PLAN ARE APPENDED. (GR)

VT 010 457
CURRY, HAROLD A.
LINE CASTING KEYBOARD OPERATION-1.

MARIE KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - JAN66 123P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; INSTRUCTIONAL MATERIALS; *DEAF EDUCATION; PRINTING; TYPEWRITING; ACHIEVEMENT TESTS
IDENTIFIERS - *LINECASTING KEYBOARD OPERATORS

ABSTRACT - PREPARED BY AN INSTRUCTOR AT THE MARIE KATZENBACH SCHOOL FOR THE DEAF FOR DEAF STUDENTS INTERESTED IN BECOMING OPERATORS OF LINECASTING MACHINES, THE ILLUSTRATED HANDBOOK CONTAINS THE FOLLOWING UNITS: (1) KEYBOARD OPERATION, (2) OPERATION OF KEYBOARD, (3) THE FINGERING SYSTEM, (4) WORD PRACTICE, (5) KEYBOARD PRACTICE, (6) SENTENCE PRACTICE, (7) PUNCTUATION MARKS, (8) CAPITAL LETTERS, (9) PROOFREADING, (10) ITALIC AND BOLD-FACE TYPE, (11) FIGURES, (12) DIVISION OF WORDS, (13) STRAIGHT MATTER, (14) CAPS AND SMALL CAPS, AND (15) CARE OF THE MACHINE. OBJECTIVES, INFORMATION, AND ASSIGNMENTS MAKE UP EACH LESSON OF THE UNITS. ALSO INCLUDED ARE A GLOSSARY OF TERMS AND AN ACHIEVEMENT TEST FOR EACH UNIT. (SB)

VT 010 469
HEPPA, VICTOR
BASIC ESTIMATING FOR MASONS.

BERGEN COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - 67 118P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *BRICKLAYERS; BUILDING TRADES; *ESTIMATED COSTS; BRICKLAYING; MASONRY; SKILLED OCCUPATIONS; CONSTRUCTION COSTS; *BIDS; CONSTRUCTION INDUSTRY

ABSTRACT - THIS GUIDE IS DESIGNED TO TEACH THE STUDENT SOME OF THE BASIC ESTIMATING TECHNIQUES NEEDED IN THE MASONRY TRADE. SEVEN PLAN SHEETS WITH 26 VARIATIONS ARE THE BASIS FOR GRADUATED ASSIGNMENTS USING ONE OR MORE INFORMATION SHEETS CONTAINING SPECIFIC OBJECTIVES AND INFORMATION FOR THE FOLLOWING MAJOR TOPICS: (1) FOOTINGS, FOUNDATIONS AND CONCRETE FLOORS, (2) FACE BRICK AND COMMON BRICK WALLS, (3) BRICK BONDS WITH HEADER COURSES, (4) PARTITIONS, (5) IRREGULARLY SHAPED BUILDINGS, (6) CEMENT AND SAND FOR MORTAR, (7) STONE VENEER, (8) BRICK OR STONE WALLS BACKED WITH BLOCKS, (9) BONDED BRICK AND BLOCK WALLS, (10) GLASS BLOCKS, (11) GLAZED FACING TILE, AND (12) CAVITY WALLS. A TABLE OF QUANTITIES IS APPENDED. (GR)

VT 010 474
LEFKUS, THOMAS F.
PROJECTS IN ELECTRICITY-I.

MIDDLESEX COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, NEW BRUNSWICK, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON.

DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75).
PUB DATE - JUL65 189P.

DESCRIPTORS - *PROJECT TRAINING METHODS; EDUCATIONAL METHODS; STUDENT PROJECTS; *INDUSTRIAL EDUCATION; *ELECTRICITY; OCCUPATIONAL INFORMATION; LABORATORY MANUALS; *TEACHING GUIDES; TEACHING PROCEDURES; SIMULATION

ABSTRACT - AN EASY-TO-UNDERSTAND APPROACH TO ELECTRICITY IS PRESENTED THROUGH PROJECTS AND RELATED INFORMATION DESIGNED: (1) TO GIVE THE STUDENT PRACTICAL EXPERIENCE IN MANIPULATING ELECTRICAL APPARATUS, (2) TO VERIFY EXPERIMENTALLY SOME OF THE BASIC CONCEPTS AND RELATIONSHIPS IN ELECTRIC CIRCUITS, AND (3) TO TRAIN THE STUDENT IN SAFE WORKING HABITS. FOLLOWING GENERAL OCCUPATIONAL INFORMATION AND SUGGESTIONS FOR SAFETY PRACTICES, 44 JOB OUTLINES ARE INCLUDED UNDER THE FOLLOWING TOPICS: (1) CARE AND USE OF TOOLS AND EQUIPMENT, (2) TYPES OF WIRE, (3) SOLDERING TOOLS, (4) SIGNAL WIRING, (5) APPLIANCE GROUNDING, (6) ELECTRICAL SYMBOLS AND OUTLETS, (7) NONMETALLIC SHEATHED CABLE, (8) SERVICE ENTRANCE CALCULATIONS, (9) SERVICE ENTRANCE EQUIPMENT, AND (10) BRANCH CIRCUIT OVERCURRENT PROTECTION. EACH JOB OUTLINE GIVES OBJECTIVE, MATERIALS, INTRODUCTORY INFORMATION, PROCEDURE, AND CONCLUSION. THE SECTIONS ARE ILLUSTRATED WITH PHOTOGRAPHS AND DIAGRAMS. (GR)

VT 010 477
FOLENA, BRUCE
DRAFTING-I.

PASSAIC COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOL, PATERSON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - APR65 216P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *DRAFTING; ORTHOGONAL PROJECTION; INDUSTRIAL ARTS; *LABORATORY MANUALS; *TEACHING GUIDES; TEACHING PROCEDURES; *LESSON PLANS; TABLES (DATA)

ABSTRACT - INSTRUCTION IN THE USE OF FUNDAMENTAL DRAFTING TOOLS AND MATERIALS FOR THE MAKING OF WORKING DRAWINGS IS PROVIDED IN THIS TEXT FOR FRESHMAN DRAFTING. THE 13 UNITS ARE: (1) INTRODUCTION TO FRESHMAN DRAFTING, ONE INFORMATION SHEET AND ONE LESSON, (2) LINE CONVENTIONS, ONE LESSON, (3) BASIC DRAFTING TOOLS, ONE INFORMATION SHEET AND FOUR LESSONS, (4) LETTERING, ONE LESSON, (5) DIMENSIONING, FOUR LESSONS AND TWO INFORMATION SHEETS, (6) ORTHOGRAPHIC PROJECTION, ONE LESSON, (7) AUXILIARY VIEWS, ONE LESSON, (8) GEOMETRIC CONSTRUCTIONS, NINE LESSONS, (9) PICTORIAL DRAWINGS, TWO LESSONS, (10) SECTIONAL VIEWS, ONE LESSON, (11) FASTENING DEVICES, ONE LESSON, (12) SCREW THREADS, ONE LESSON, AND (13) PATTERN DEVELOPMENT, THREE LESSONS. EACH LESSON PLAN INCLUDES LESSON OBJECTIVE, RELATED INFORMATION, AND AN ASSIGNMENT. TWENTY-ONE STANDARD REFERENCE TABLES ARE APPENDED. TRANSPARENT OVERLAYS, DEVELOPED SPECIFICALLY FOR THIS TEXT ARE AVAILABLE FROM THE SOURCE GIVEN FOR THIS DOCUMENT. (GR)

VT 010 512
A STUDY GUIDE FOR OCCUPATIONAL WORK EXPERIENCE STUDENTS, SECOND SEMESTER.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICES
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.50).
PUB DATE - AUG69 125P.

DESCRIPTORS - *STUDY GUIDES; *SUPPLEMENTARY TEXTBOOKS; *DISADVANTAGED YOUTH; SECONDARY GRADES; WORK EXPERIENCE PROGRAMS; *OCCUPATIONAL INFORMATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THE 2-SEMESTER COURSE, DEVELOPED BY TEACHERS AND TEACHER EDUCATORS FOR DISADVANTAGED OCCUPATIONAL WORK EXPERIENCE (O.W.E.) STUDENTS AND THEIR TEACHERS, INCLUDES GENERAL INFORMATION, ACADEMIC INFORMATION, EMPLOYMENT KNOWLEDGE, FINANCIAL KNOWLEDGE, AND AN EXPOSURE TO DESIRABLE SOCIAL HABITS AND PERSONAL CHARACTERISTICS. THE CONTENTS OF THIS SECOND SEMESTER GUIDE ARE: (1) INCOME TAX, (2) GOVERNMENT AND YOU, (3) SOCIAL SECURITY, (4) WORKMAN'S COMPENSATION, (5) PERSONAL QUALITIES, (6) ALCOHOL, (7) INSURANCE, (8) NARCOTICS, (9) SMOKING, (10) BUYING AN AUTOMOBILE, AND (11) JUVENILE DELINQUENCY. THE FIRST SEMESTER GUIDE IS AVAILABLE AS VT 010 513 (ALSO IN THIS ISSUE). (GR)

VT 010 513
A STUDY GUIDE FOR OCCUPATIONAL WORK EXPERIENCE STUDENTS, FIRST SEMESTER.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICES
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.50).
PUB DATE - AUG69 103P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *SUPPLEMENTARY TEXTBOOKS; *WORK EXPERIENCE PROGRAMS; *DISADVANTAGED YOUTH; *OCCUPATIONAL INFORMATION; SECONDARY GRADES

ABSTRACT - THE 2-SEMESTER COURSE, DEVELOPED BY TEACHERS AND TEACHER EDUCATORS FOR DISADVANTAGED OCCUPATIONAL WORK EXPERIENCE (O.W.E.) STUDENTS, INCLUDES GENERAL INFORMATION, ACADEMIC INFORMATION, EMPLOYMENT KNOWLEDGE, FINANCIAL KNOWLEDGE, AND AN EXPOSURE TO DESIRABLE SOCIAL HABITS AND PERSONAL CHARACTERISTICS. THE CONTENTS OF THIS FIRST SEMESTER STUDY GUIDE ARE: (1) ORIENTATION TO O.W.E. AND FORMS, (2) HOW TO APPLY AND GET THE JOB, (3) JOB SAFETY, (4) PERSONAL BUDGETING, (5) WHY STAY IN SCHOOL?

(6) HOW TO STUDY, (7) WHAT THE EMPLOYER WANTS, (8) MINOR LABOR REGULATIONS, (9) LABOR UNIONS, (10) MANAGEMENT AND LABOR RELATIONS, AND (11) PERSONAL HYGIENE AND PERSONALITY. THE SECOND SEMESTER GUIDE IS AVAILABLE AS VT 010 512 (ALSO IN THIS ISSUE). (GR)

VT 010 514
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN MACHINE TRADES.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 67 92P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; MACHINE TOOL OPERATORS; METAL WORKING OCCUPATIONS; *MACHINISTS; *GUIDELINES; PROGRAM ADMINISTRATION; *PROGRAM DEVELOPMENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; INSTRUCTIONAL AIDS; TEACHER CERTIFICATION

ABSTRACT - DEVELOPED BY STATE SUPERVISORS AS A GUIDELINE FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS PLANNING OR BUDGETING A PROGRAM, THE 2-YEAR PROGRAM IS DESIGNED FOR STUDENTS 16 YEARS OR OLDER AND IN THE LAST 2 YEARS OF HIGH SCHOOL. JUNIOR YEAR STUDENTS WILL LEARN GENERAL MACHINING PRINCIPLES GRADUATING TO THE LATEST MACHINING PROCESSES IN THE SENIOR YEAR, AND MAKING SUCH SOPHISTICATED TYPES OF TOOLS AS A DIE. FOLLOWING A DESCRIPTION OF THE PHYSICAL FACILITIES AND EQUIPMENT NEEDED FOR THE COURSE IS AN OUTLINE OF TYPICAL COURSE CONTENT, INCLUDING A LIST OF TEXTS, AND REFERENCES AND OF INSTRUCTIONAL MATERIALS AVAILABLE FROM INSTRUCTIONAL MATERIALS LABORATORIES. INFORMATION IS INCLUDED CONCERNING: (1) ADVISORY COMMITTEES, (2) PRELIMINARY PROGRAM APPROVAL, (3) TEACHER EDUCATION SERVICES, (4) CERTIFICATION OF INSTRUCTORS, (5) PROGRAMS FOR OBSERVATION, AND (6) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (AIM WINTER 1970), AND VT 010 515-VT 010 518 (ALSO IN THIS ISSUE). (GR)

VT 010 515
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN DRAFTING.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICES.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 67 58P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; *DRAFTING; *GUIDELINES; PROGRAM ADMINISTRATION; *PROGRAM DEVELOPMENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; TEACHER CERTIFICATION

ABSTRACT - DEVELOPED BY STATE SUPERVISORS AS A GUIDELINE FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS PLANNING OR BUDGETING A PROGRAM, THE 2-YEAR PROGRAM IS DESIGNED FOR STUDENTS IN THE LAST 2 YEARS OF HIGH SCHOOL. STUDENTS WILL RECEIVE FOUR PERIODS OF SKILL IMPROVEMENT, TWO PERIODS OF RELATED TECHNOLOGY INSTRUCTION AND ONE PERIOD OF AN ACADEMIC SUBJECT PER DAY. FOLLOWING A DESCRIPTION OF THE PHYSICAL FACILITIES AND EQUIPMENT NEEDED FOR THE COURSE IS AN OUTLINE OF A TYPICAL COURSE IN MECHANICAL ENGINEERING DRAFTING INCLUDING OBJECTIVES, UNIT OUTLINE, SUGGESTED ACTIVITIES, AND TEXTS AND REFERENCES. INFORMATION IS INCLUDED CONCERNING: (1) ADVISORY COMMITTEES, (2) PRELIMINARY PROGRAM APPROVAL, (3) TEACHER EDUCATION SERVICES, (4) INSTRUCTOR CERTIFICATION, (5) PROGRAMS FOR OBSERVATION, AND (6) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (AIM WINTER 1970), AND VT 010 514, AND VT 010 516-VT 010 518 (IN THIS ISSUE). (GR)

VT 010 516
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN COSMETOLOGY.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 67 71P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; *COSMETOLOGY; SERVICE OCCUPATIONS; *GUIDELINES; PROGRAM ADMINISTRATION; *PROGRAM DEVELOPMENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; REFERENCE MATERIALS; TEACHER CERTIFICATION

ABSTRACT - DEVELOPED BY STATE SUPERVISORS AS A GUIDELINE FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS PLANNING OR BUDGETING A PROGRAM, THE 2-YEAR PROGRAM IS DESIGNED TO HAVE STUDENTS SPEND FOUR PERIODS PER DAY OF SKILL IMPROVEMENT, TWO PERIODS OF RELATED TECHNOLOGY INSTRUCTION, AND ONE PERIOD OF AN ACADEMIC SUBJECT. FOLLOWING A DESCRIPTION OF THE PHYSICAL FACILITIES AND EQUIPMENT NEEDED FOR THE COURSE, IS A TYPICAL COSMETOLOGY COURSE OUTLINE INCLUDING LABORATORY WORK, RELATED COURSE WORK, TEACHING AIDS AND REFERENCES. INFORMATION IS INCLUDED CONCERNING: (1) ADVISORY COMMITTEES, (2) PRELIMINARY PROGRAM APPROVAL, (3) TEACHER EDUCATION SERVICES, (4) CERTIFICATION OF INSTRUCTORS, (5) PROGRAMS FOR OBSERVATION, AND (6) VOCATIONAL ANDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (AIM WINTER 1970) AND VT 010 514-VT 010 518 (IN THIS ISSUE). (GR)

VT 010 517
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN CARPENTRY.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 68 54P.

DESCRIPTORS - *PROGRAM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *CARPENTERS; BUILDING TRADES; GUIDELINES; PROGRAM ADMINISTRATION; *PROGRAM DEVELOPMENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; REFERENCE MATERIALS; TEACHER CERTIFICATION

ABSTRACT - DEVELOPED BY STATE SUPERVISORS AS A GUIDELINE FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS PLANNING OR BUDGETING A PROGRAM, THE 2-YEAR PROGRAM IS DESIGNED TO PREPARE STUDENTS IN THE LAST 2 YEARS OF HIGH SCHOOL FOR APPRENTICESHIP PROGRAMS, POST-HIGH SCHOOL TRAINING OR SELF-EMPLOYMENT IN CARPENTRY. FOLLOWING A DESCRIPTION OF THE PHYSICAL FACILITIES AND EQUIPMENT NEEDED IN THE COURSE IS A TYPICAL COURSE OUTLINE INCLUDING UNITS OF INSTRUCTION, SKILLS TAUGHT, RELATED TECHNOLOGY, AND TEXTS AND REFERENCES. INFORMATION IS INCLUDED CONCERNING: (1) ADVISORY COMMITTEES, (2) PRELIMINARY PROGRAM APPROVAL, (3) TEACHER EDUCATION SERVICES, (4) INSTRUCTOR QUALIFICATION, (5) PROGRAMS FOR OBSERVATION, AND (6) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (AIM WINTER 1970), AND VT 010 514-VT 010 516 AND VT 010 518 (IN THIS ISSUE). (GR)

VT 010 518
SUGGESTED GUIDELINES FOR DEVELOPING A HIGH SCHOOL TRADE AND INDUSTRIAL PROGRAM IN COMMERCIAL ART.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.50).
PUB DATE - 68 48P.

DESCRIPTORS - *PROGRAM GUIDES; *COMMERCIAL ART; *GUIDELINES; PROGRAM ADMINISTRATION; *PROGRAM DEVELOPMENT; GRADE 11; GRADE 12; ADVISORY COMMITTEES; REFERENCE MATERIALS; TEACHER CERTIFICATION; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - DEVELOPED BY STATE SUPERVISORS AS A GUIDELINE FOR ADMINISTRATORS, SUPERVISORS, AND TEACHERS PLANNING OR BUDGETING A PROGRAM, THE 2-YEAR PROGRAM IS DESIGNED TO GIVE STUDENTS IN THE LAST 2 YEARS OF HIGH SCHOOL A THOROUGH FOUNDATION IN BASIC DRAWING, LETTERING, LAYOUT, KEYLINING, TYPOGRAPHY, MECHANICAL ILLUSTRATION, ILLUSTRATION AND CARTOONING. A DESCRIPTION OF PHYSICAL FACILITIES AND EQUIPMENT NEEDED FOR THE COURSE IS FOLLOWED WITH A TYPICAL COURSE OUTLINE, INCLUDING UNITS OF WORK, RELATED TECHNOLOGY, AND TEXTS AND REFERENCES. INFORMATION IS INCLUDED CONCERNING: (1) ADVISORY COMMITTEES, (2) PRELIMINARY PROGRAM APPROVAL, (3) TEACHER EDUCATION SERVICES, (4) CERTIFICATION OF INSTRUCTORS, (5) PROGRAMS FOR OBSERVATION, AND (6) VOCATIONAL INDUSTRIAL CLUBS OF AMERICA. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 346-VT 010 348 AND VT 010 351-VT 010 356 (AIM WINTER 1970), AND VT 010 514-VT 010 517 (IN THIS ISSUE). (GR)

VT 010 543
WHAT A FIREMAN SHOULD KNOW ABOUT SPRINKLER SYSTEMS. CALIFORNIA FIRE TRAINING PROGRAM.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, FIRE SERVICE TRAINING PROGRAM, 721 CAPITOL MALL, ROOM 414, SACRAMENTO, CALIFORNIA 95814 ($.50).
PUB DATE - MAY67 32P.INDUSTRIAL MATERIALS DEVELOPED BY GROUP V, FIRE TRAINING OFFICERS' WORKSHOP (FRESNO, CALIFORNIA, MAY, 1967).

DESCRIPTORS - *FIRE FIGHTERS; TRADE AND INDUSTRIAL EDUCATION; *FIRE PROTECTION; *FIRE SCIENCE EDUCATION; INSTRUCTIONAL MATERIALS
IDENTIFIERS - *SPRINKLER SYSTEM

ABSTRACT - DEVELOPED IN A FIRE TRAINING OFFICERS' WORKSHOP, THIS INSTRUCTIONAL GUIDE CONTAINS MATERIAL ABOUT SPRINKLER SYSTEMS. THE UNIT, INCLUDING STATED OBJECTIVES IN THE FORM OF QUESTIONS THAT STUDENTS MIGHT ASK, AND STUDY ASSIGNMENTS WHEN APPROPRIATE, ARE: (1) HISTORY AND DEVELOPMENT OF SPRINKLER SYSTEMS, (2) DESIGN AND INSTALLATION OF SPRINKLER SYSTEMS, (3) WATER SUPPLIES FOR SPRINKLER SYSTEMS, (4) SPRINKLER HEADS, (5) SPRINKLER ALARMS, (6) TYPES OF SPRINKLER SYSTEMS, (7) ECONOMICS OF SPRINKLER PROTECTION, (8) INSPECTION AND TESTING OF SPRINKLER SYSTEMS, (9) USE OF SPRINKLER SYSTEMS DURING A FIRE, AND (10) OPERATING PROCEDURE FOLLOWING A FIRE. (GR)

VT 010 544
FIRE DEPARTMENT DRIVER TRAINING MANUAL OF INSTRUCTION, COURSE OUTLINE, AND TRADE TECHNICAL INFORMATION SHEETS. CALIFORNIA FIRE SERVICE TRAINING PROGRAM.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, FIRE SERVICE TRAINING PROGRAM, 721 CAPITOL MALL, ROOM 414, SACRAMENTO, CALIFORNIA 95814 ($1.00).
PUB DATE - MAY66 76P.

DESCRIPTORS - *FIRE FIGHTERS; SAFETY EDUCATION; *DRIVER EDUCATION; *TRAFFIC SAFETY; *INSTRUCTIONAL MATERIALS; TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - THIS DRIVER TRAINING MANUAL, DEVELOPED BY PARTICIPANTS OF A FIRE TRAINING OFFICERS' WORKSHOP, OUTLINES PRACTICE DEMONSTRATIONS FOR THE DRILL GROUND AND THE CLASSROOM, AS WELL AS RELATED INFORMATION REGARDING SAFE DRIVING PRACTICES. MAJOR TOPICS ARE: (1) DRIVER RESPONSIBILITY AND QUALIFICATIONS, (2) VEHICLE OPERATIONAL PRACTICES, (3) STANDARD DRIVING PRACTICES, (4) THE TILLERMAN, (5) COLLISION AND ACCIDENT

PREVENTION, (6) FIELD TRAINING, AND (7) INSPECTION AND MAINTENANCE SCHEDULE. A GLOSSARY OF TECHNICAL TERMS AND A LIST OF REFERENCE MATERIALS ARE APPENDED. (GR)

VT 010 545
BENT, EDWARD W.
MANUAL OF SALVAGE OPERATIONS. CALIFORNIA FIRE SERVICE TRAINING PROGRAM.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, FIRE SERVICE TRAINING PROGRAM, 721 CAPITOL MALL, ROOM 414, SACRAMENTO, CALIFORNIA 95814 ($1.25).
PUB DATE - 69 89P.

DESCRIPTORS - *FIRE SCIENCE EDUCATION; FIRE FIGHTERS; *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL EDUCATION; SERVICE OCCUPATIONS; *INSTRUCTIONAL MATERIALS; *PRESERVATION; *FIRE PROTECTION
IDENTIFIERS - *SALVAGE OPERATIONS; FIRE SERVICE; FIRE DEPARTMENT TRAINING

ABSTRACT - PREPARED BY THE STATE FIRE SERVICE TRAINING PROGRAM STAFF, THIS SALVAGE OPERATIONS MANUAL MAY BE USED AS A FIRE DEPARTMENT TRAINING MANUAL, A REFERENCE FOR STUDENTS ENROLLED IN FIRE SERVICE TRAINING AND FIRE SCIENCE COURSES, OR A SOURCE OF INFORMATION FOR INDIVIDUAL STUDY TOWARD CAREER ADVANCEMENT. MAJOR TOPICS INCLUDE: (1) FIRE DEPARTMENT SALVAGE WORK, (2) CARE AND HANDLING OF SALVAGE COVERS, (3) USE OF SALVAGE COVERS, (4) PROTECTING PROPERTY AND REMOVING EXCESS WATER, (5) SALVAGE OPERATIONS IN SPRINKLERED RISKS, (6) OVERHAULING PREMISES, (7) CONTROLLING UTILITIES AND OTHER SERVICES, AND (8) SALVAGE EQUIPMENT. THIS DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. (GR)

VT 010 546
RECOMMENDATION 19: THE TRAINING OF POWER STATION OPERATORS COAL, OIL AND GAS FIRED STATIONS.

ELECTRICITY SUPPLY INDUSTRY TRAINING BOARD, LONDON (ENGLAND)
PUB DATE - DEC69 47P.

DESCRIPTORS - *INDUSTRIAL TRAINING; *PROGRAM GUIDES; *INDUSTRIAL PERSONNEL; *ELECTRICITY; SUBPROFESSIONALS; ON THE JOB TRAINING; *PROGRAM CONTENT
IDENTIFIERS - ELECTRICITY SUPPLY TRAINING BOARD; ENGLAND; *POWER STATION OPERATORS

ABSTRACT - BASED ON CURRENT TRAINING PRACTICE IN ELECTRICITY BOARDS' GENERATING STATIONS, THIS TRAINING GUIDE PROVIDES CURRENT TRAINING PRACTICES FOR POWER STATION OPERATORS BY DEFINING THE PROGRAM AND PROVIDING A FORMAL SYSTEM OF MONITORING AND CONTROL. CONTENTS OF THIS GUIDE ARE: (1) OCCUPATIONAL DESCRIPTION, (2) AIMS, (3) SEQUENCE OF RECRUITMENT AND PROMOTION, (4) PATTERN OF TRAINING, (5) INDUCTION TRAINING, (6) INTRODUCTORY TRAINING, (7) FORMAL TRAINING, (8) ON-THE-JOB TRAINING, (9) FACILITIES FOR AND LOCATION OF TRAINING, (10) ASSOCIATED THEORY, (11) FURTHER EDUCATION, AND (12) MONITORING OF TRAINING. EIGHT TRAINING PROGRAM OUTLINES AND A GLOSSARY OF TERMS ARE APPENDED. (GR)

VT 010 571
CALIFORNIA FIRE TRAINING PROGRAM; BOOK 2 OF BLOCK III, USE OF FIRE APPARATUS AND EQUIPMENT.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, FIRE SERVICE TRAINING PROGRAM, 721 CAPITOL MALL, ROOM 414, SACRAMENTO, CALIFORNIA 95814 ($1.20).
PUB DATE - 57 157P.

DESCRIPTORS - *EDUCATIONAL PROGRAMS; *INSTRUCTIONAL MATERIALS; *FIRE SCIENCE EDUCATION; *FIRE FIGHTERS; TRADE AND INDUSTRIAL EDUCATION; TRAINING OBJECTIVES

ABSTRACT - THIS GUIDE IS A CONTINUATION OF BOOK 1 ON THE USE OF FIRE APPARATUS AND EQUIPMENT FOR TRAINING FIRE DEPARTMENT PERSONNEL, AVAILABLE AS VT 010 572 (ALSO IN THIS ISSUE). THE 26 INDIVIDUAL UNITS OF INSTRUCTION ARE ARRANGED UNDER THE FOLLOWING FOUR MAJOR HEADINGS: (1) HANDLING HOSE--STREET LEVEL, (2) LADDERS, (3) HOSE AND LADDERS--ABOVE GROUND LEVEL, AND (4) RESCUE EQUIPMENT. SPECIFIC OBJECTIVES FOR EACH MAJOR UNIT ARE INCLUDED. THE DOCUMENT IS PROFUSELY ILLUSTRATED WITH PHOTOGRAPHS. (GR)

VT 010 572
CALIFORNIA FIRE TRAINING PROGRAM; BOOK 1 OF BLOCK III, USE OF FIRE APPARATUS AND EQUIPMENT.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION
CALIFORNIA STATE DEPARTMENT OF EDUCATION, BUREAU OF INDUSTRIAL EDUCATION, FIRE SERVICE TRAINING PROGRAM, 721 CAPITOL MALL, ROOM 414, SACRAMENTO, CALIFORNIA 95814 ($1.20).
PUB DATE - 57 157P.

DESCRIPTORS - *EDUCATIONAL PROGRAMS; *INSTRUCTIONAL MATERIALS; *FIRE SCIENCE EDUCATION; *FIRE FIGHTERS; TRADE AND INDUSTRIAL EDUCATION; TRAINING OBJECTIVES

ABSTRACT - THIS PROGRAM GUIDE, DESCRIBING THE USE OF SMALL TOOLS AND APPLIANCES IN THE TRAINING PROGRAM OF FIRE DEPARTMENT PERSONNEL, DIVIDES 30 SPECIFIC UNITS OF INSTRUCTION INTO THE FOLLOWING FOUR MAJOR UNITS: (1) FORCIBLE ENTRY AND MISCELLANEOUS TOOLS, (2) LIFTING AND HOISTING EQUIPMENT, (3) FIRE EXTINGUISHERS AND FOAM GENERATORS, AND (4) HOSE, NOZZLES AND FITTINGS. SPECIFIC OBJECTIVES FOR EACH MAJOR UNIT ARE INCLUDED. THE DOCUMENT IS PROFUSELY ILLUSTRATED WITH PHOTOGRAPHS. BOOK 2 IS AVAILABLE AS VT 010 571 (ALSO IN THIS ISSUE). (GR)

VT 010 574
ELECTRICAL WIREMAN.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION.

FILE NO. 1558
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($2.00, ANSWER BOOK $1.50).
PUB DATE - OCT68 130P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICIANS; BUILDING TRADES; SKILLED OCCUPATIONS; ELECTRIC MOTORS; *STUDY GUIDES; BIBLIOGRAPHIES; *JOB TRAINING; ANSWER KEYS; *INQUIRY TRAINING

ABSTRACT - TRADE AND INDUSTRIAL EDUCATION COORDINATORS AND INSTRUCTORS PREPARED THIS STUDY GUIDE FOR STUDENTS STUDYING ELECTRICAL WIRING. NINETY-FOUR JOB ASSIGNMENTS ARE ARRANGED IN THREE SECTIONS COVERING: (1) FUNDAMENTALS OF ELECTRICITY AND BLUEPRINT READING, (2) HOUSE WIRING, AND (3) COMMERCIAL WIRING. AFTER COMPLETING THE ASSIGNMENT SHEETS AND RELATED READING ASSIGNMENTS KEYED TO A BIBLIOGRAPHY INCLUDED WITH THE GUIDE, THE STUDENT RECORDS HIS PROGRESS ON A PROGRESS RECORD SHEET, ALSO INCLUDED. AN ANSWER BOOK "ELECTRICAL WIREMAN, ANSWER BOOK" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (GR)

VT 010 576
SHOE REPAIRING, A STUDY GUIDE.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION.
FILE NO. 310
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.50, ANSWER BOOK $1.00).
PUB DATE - NOV63 98P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COOPERATIVE EDUCATION; ANSWER KEYS; *SKILLED OCCUPATIONS
IDENTIFIERS - *SHOE REPAIRING

ABSTRACT - PREPARED BY A COMMITTEE OF TRADE AND INDUSTRIAL EDUCATION COORDINATORS IN COLLABORATION WITH COMPETENT CONSULTANTS, THIS STUDY GUIDE AND PROGRESSION RECORD IS FOR STUDENT USE IN A COOPERATIVE TRAINING PROGRAM IN SHOE REPAIRING. INSTRUCTIONS FOR USING THE GUIDE ARE FOLLOWED BY SEVEN UNITS, EACH PROVIDING JOBS TO BE DONE, RELATED REFERENCES, AND QUESTIONS TO BE ANSWERED. UNITS INCLUDE: (1) TOOLS, WITH THREE JOBS, (2) FINDINGS, WITH SEVEN JOBS, (3) SHOE CONSTRUCTION, WITH FIVE JOBS, (4) BENCH OPERATIONS, WITH 26 JOBS, (5) SHOE MACHINES, WITH 26 JOBS, (6) SHOE CARE, WITH TWO JOBS, AND (7) LEATHERCRAFT, WITH SIX JOBS. A BIBLIOGRAPHY IS ALSO PROVIDED. AN ANSWER BOOKLET MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (AW)

VT 010 577
USING COPY EDITOR'S SYMBOLS.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.45).
PUB DATE - 66 37P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *INDIVIDUAL STUDY; PRETESTS; ACHIEVEMENT TESTS; ANSWER KEYS
IDENTIFIERS - *COPY EDITING

ABSTRACT - THIS PAMPHLET IS DESIGNED TO PREPARE TRAINEES TO RECOGNIZE THE MORE COMMON SYMBOLS USED IN EDITING COPY FOR PRINTING. GENERALLY ACCEPTED COPY EDITORS' SYMBOLS AND MARKS ARE PRESENTED FOR INDIVIDUAL STUDY, WITH EXAMPLES ILLUSTRATING CORRECT USE OF THE SYMBOLS AND FINAL CORRECTED COPY. QUESTIONS AND COMPLETION EXERCISES ARE PROVIDED FOR CORRECTION OF VARIOUS TYPES OF MANUSCRIPT ERRORS, WITH ANSWERS GIVEN IN THE LAST SECTION OF THE MANUAL. A PRETEST AND DUPLICATE POSTTEST ARE INCLUDED. (AW)

VT 010 582
SMALL GASOLINE ENGINES; STUDY GUIDE AND JOB TESTS.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
FILE NO. 1282
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.50, ANSWER BOOK $1.25, TEST BOOK $1.00, TEST ANSWERS $.50).
PUB DATE - APR69 171P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; BIBLIOGRAPHIES; ANSWER KEYS; *AUTO MECHANICS; *ENGINES; *INQUIRY TRAINING

ABSTRACT - PREPARED BY TRADE AND INDUSTRIAL EDUCATION INSTRUCTORS FOR STUDENT USE IN STUDYING SMALL GASOLINE ENGINES, THE STUDY GUIDE INCLUDES A BIBLIOGRAPHY, A PROGRESS RECORD CHART, AND 77 JOB ASSIGNMENT AND INFORMATION LESSONS AND QUESTIONS. UNITS INCLUDE: (1) GENERAL FUNDAMENTALS OF SMALL GASOLINE ENGINES, (2) ENGINE MAINTENANCE AND REPAIR, (3) CARBURETORS, (4) ELECTRICAL SYSTEM, (5) LAWN MOWERS, AND (6) OUTBOARD MOTORS. A SEPARATE BOOKLET CONTAINS JOB TESTS RELATED TO EACH OF THE 77 JOB ASSIGNMENTS. RELATED DOCUMENTS "SMALL GASOLINE ENGINES, ANSWER BOOK" AND "SMALL GASOLINE ENGINES, JOB TEST ANSWERS" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (GR)

VT 010 583
BUILDING MAINTENANCE, A STUDY GUIDE.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
FILE NO. 1589
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($2.00, ANSWER BOOK $1.50).
PUB DATE - OCT68 124P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; ANSWER KEYS; BIBLIOGRAPHIES; *INQUIRY TRAINING; *BUILDING TRADES; *MAINTENENCE
IDENTIFIERS - *BUILDING MAINTENANCE

ABSTRACT - PREPARED BY TRADE AND INDUSTRIAL EDUCATION COORDINATORS FOR HIGH SCHOOL STUDENTS IN COOPERATIVE EDUCATION STUDYING BUILDING MAINTENANCE, THE STUDY GUIDE INCLUDES A BIBLIOGRAPHY, A PROGRESS RECORD CHART, AND 91 JOB ASSIGNMENTS AND INFORMATION LESSONS AND QUESTIONS. UNITS ARE: (1) BLUEPRINT READING, (2) ELECTRICAL WORK, (3) HEATING, (4) AIR CONDITIONING, (5) PLUMBING, INCLUDING COLD WATER SUPPLY, DRAINAGE SYSTEMS, AND HOT WATER SUPPLY, (6) CARPENTRY, (7) MACHINE SHOP PRACTICE, AND (8) GLAZING. AN ANSWER BOOK "ANSWERS, BUILDING MAINTENENCE" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (GR)

VT 010 590
AIR CONDITIONING AND REFRIGERATION.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
FILE NO. 1591
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($2.00, ANSWER BOOK $1.50).
PUB DATE - FEB69 128P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; ANSWER KEYS; BIBLIOGRAPHIES; INQUIRY TRAINING; *AIR CONDITIONING; *REFRIGERATION MECHANICS; BUILDING TRADES; SERVICE OCCUPATIONS; *REFRIGERATION

ABSTRACT - PREPARED BY TRADE AND INDUSTRIAL EDUCATION COORDINATORS FOR STUDENTS OF AIR CONDITIONING AND REFRIGERATION, THE STUDY GUIDE INCLUDES A BIBLIOGRAPHY, A PROGRESS RECORD CHART, AND 147 JOB ASSIGNMENT AND INFORMATION LESSONS AND QUESTIONS. SECTION I CONTAINS 17 UNITS ON REFRIGERATION, INCLUDING: (1) BASIC REFRIGERATION, (2) BASIC ELECTRICITY, (3) COMPRESSORS (DOMESTIC AND COMMERCIAL), (4) CONDENSERS (DOMESTIC AND COMMERCIAL), (5) RECEIVERS, (6) DRIERS, FILTERS AND MOISTURE INDICATORS, (7) LIQUID LINE SOLENOID VALVE, (8) METERING DEVICES, (9) EVAPORATORS AND COOLING COILS (DOMESTIC AND COMMERCIAL), (10) INSTALLATION PROCEDURES (COMMERCIAL), (11) SUCTION LINE REGULATORS (COMMERCIAL), (12) HEAT EXCHANGER (DOMESTIC AND COMMERCIAL), (13) BYPASS VALVE (DOMESTIC AND COMMERCIAL), (14) ELECTRICAL CONTROLS (DOMESTIC AND COMMERCIAL), (15) PNEUMATIC CONTROLS (COMMERCIAL), (16) ELECTRONIC CONTROLS, AND (17) SPECIAL SYSTEMS. SECTION II CONTAINS SIX UNITS ON AIR CONDITIONING, INCLUDING: (1) INSTRUMENTS FOR CHECKING SYSTEM, (2) WINDOW AIR CONDITIONING UNITS, (3) CENTRAL AIR CONDITIONING (HEATING AND COOLING), (4) HEAT PUMPS, (5) ABSORPTION SYSTEMS, AND (6) AUTOMOBILE AIR CONDITIONING. AN ANSWER BOOK "ANSWER BOOK FOR AIR CONDITIONING AND REFRIGERATION" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (GR)

VT 010 592
THOMAS, J.R., ED.
COSMETOLOGY.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.50, ANSWER BOOK $1.50).
PUB DATE - SEP69 105P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; ANSWER KEYS; *COSMETOLOGY; SERVICE OCCUPATIONS; ON THE JOB TRAINING; *JOB SKILLS

ABSTRACT - REVISED BY A COMMITTEE OF TRADE AND INDUSTRIAL EDUCATION COORDINATORS, THIS STUDY GUIDE IS FOR STUDENTS WITH AN OCCUPATIONAL INTEREST IN COSMETOLOGY. THE FIRST PART OF THE GUIDE CONTAINS A LISTING OF 88 JOB SKILLS WITH SPACES FOR THE STUDENT TO CHECK HIS JOB PROGRESS IN ON-THE-JOB TRAINING, AND TO CHECK HIS RELATED STUDY PROGRESS IN COMPLETING READING ASSIGNMENTS AND IN ANSWERING STUDY QUESTIONS RELATED TO THE JOB SKILLS. THE REMAINING PART OF THE GUIDE CONTAINS STUDY QUESTIONS AND SUGGESTED REFERENCES FOR THE 88 JOB SKILLS. THE SKILLS ARE GROUPED ACCORDING TO THESE TOPICS: (1) PROFESSIONAL ETHICS, (2) HYGIENE, PERSONALITY, AND GOOD GROOMING, (3) BACTERIOLOGY, STERILIZATION, AND SANITATION, (4) SHAMPOOING AND RINSING, (5) SCALP AND HAIR TREATMENTS, (6) MANICURING, (7) HAIR DRESSING, (8) PERMANENT WAVING, (9) CHEMICAL HAIR RELAXING, (10) HAIR COLORING, (11) SUPERFLUOUS HAIR REMOVAL, (12) HAIR PRESSING AND THERMAL WAVING, (13) HAIR CUTTING, (14) MASSAGE, (15) FIRST AID, (16) ANATOMY AND PHYSIOLOGY, (17) ELECTRICITY AND LIGHT THERAPY, (18) COSMETIC CHEMISTRY, AND (19) BEAUTY SALON MANAGEMENT. A BIBLIOGRAPHY OF REFERENCES, FILMS, AND SLIDES IS INCLUDED. AN ANSWER BOOK, "COSMETOLOGY," MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (SB)

VT 010 593
AUTO MECHANICS (COURSE OUTLINE AND EQUIPMENT GUIDE).

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
WEST VIRGINIA STATE BOARD OF EDUCATION, BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION, VOCATIONAL INDUSTRIAL EDUCATION SERVICE, CHARLESTON, WEST VIRGINIA 25305 ($1.25).
PUB DATE - ND 50P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *AUTO MECHANICS (OCCUPATION); COURSE CONTENT; COURSE OBJECTIVES; *TRADE AND INDUSTRIAL EDUCATION; AUDIOVISUAL AIDS; EQUIPMENT STANDARDS; POWER MECHANICS; SCHOOL SHOPS; SECONDARY EDUCATION
IDENTIFIERS - WEST VIRGINIA

ABSTRACT - TEACHERS MAY USE THIS COURSE OUTLINE AND EQUIPMENT GUIDE IN PLANNING AND TEACHING A 2-YEAR 4-SEMESTER COURSE FOR

VOCATIONAL STUDENTS IN AUTO MECHANICS. DEVELOPED BY VOCATIONAL AUTO MECHANICS INSTRUCTORS AND STATE STAFF, THE GUIDE INCLUDES: (1) COURSE OBJECTIVES, (2) GENERAL STATEMENT OF THE PURPOSES OF VOCATIONAL EDUCATION, (3) LIST OF COURSE CONTENT, AND (4) COURSE OUTLINE. A SUGGESTED EQUIPMENT LIST, TOOL SPECIFICATIONS LIST, SHOP LAYOUT AND SPECIFICATIONS, AND BIBLIOGRAPHY OF TEXTBOOKS, REFERENCE BOOKS, AND AUDIO VISUAL AIDS ARE APPENDED. (GR)

VT 010 601
VOLKSWAGEN MECHANICS, STUDY GUIDE AND JOB TESTS.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
FILE NO. 1584
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.25, ANSWER BOOK $.50, TEST BOOK $1.00, TEST ANSWERS $.50).
PUB DATE - AUG68 108P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *ANSWER KEYS; COOPERATIVE EDUCATION; BIBLIOGRAPHIES; INQUIRY TRAINING; AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); MOTOR VEHICLES
IDENTIFIERS - *VOLKSWAGEN MECHANICS

ABSTRACT - PREPARED BY TRADE SCHOOL INSTRUCTORS FOR STUDENTS IN COOPERATIVE EDUCATION STUDYING VOLKSWAGEN MECHANICS, THE STUDY GUIDE INCLUDES A BIBLIOGRAPHY, PROGRESS RECORD CHART, AND 48 JOB AND INFORMATION LESSONS ON SERVICING AND REPAIR PROCEDURES. A SEPARATE BOOKLET CONTAINS JOB TESTS RELATED TO EACH OF THE 48 JOB AND INFORMATION LESSONS. RELATED DOCUMENTS "VOLKSWAGEN MECHANICS, ANSWER BOOK," AND "VOLKSWAGEN MECHANICS, JOB TEST ANSWERS" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (GR)

VT 010 607 ED 037 572
RESULTS OF PHASE I OF THE DEVELOPMENT OF COURSE CONTENT AND TEACHING GUIDES FOR A TOTAL CURRICULUM IN CONCRETE TECHNOLOGY. INTERIM REPORT.

PORTLAND CEMENT ASSOCIATION, CHICAGO, ILL.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH
OEG-0-8-080042-3667(085) 24
BR-8-0042
PUB DATE - 30NOV69 105P.

DESCRIPTORS - *TECHNICAL REPORTS; *CEMENT INDUSTRY; *TEACHING GUIDES; CURRICULUM GUIDES; COURSE CONTENT; *CURRICULUM DEVELOPMENT; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; POST SECONDARY EDUCATION
IDENTIFIERS - *PORTLAND CEMENT ASSOCIATION

ABSTRACT - IN THIS FIRST PHASE, JOB DESCRIPTIONS AND NEED FOR TRAINED CONCRE-E TECHNOLOGISTS WITHIN THE CONCRETE-USING INDUSTRIES WERE DETERMINED BY SURVEY. THE PROJECT STAFF CREATED CURRICULUM MATERIALS WHICH WERE REVIEWED BY OUTSIDE AUTHORITIES AND PUT INTO WORKABLE LESSON PLANS BY A GROUP OF EDUCATIONAL CONSULTANTS. THE RESULT WAS A SIX-VOLUME SET OF INSTRUCTIONAL MATERIALS COVERING 496 STUDENT-CONTACT HOURS OR 21 CREDIT HOURS WHICH COULD BE USED TO IMPLEMENT 2-YEAR CONCRETE TECHNOLOGY COURSES IN POST-SECONDARY SCHOOLS THROUGHOUT THE NATION. PILOT PROGRAMS WERE ESTABLISHED IN SIX JUNIOR COLLEGES IN THE U.S. AND CANADA TO TEST COURSE CONTENT. RECOMMENDATIONS WERE FOR CONTINUED TESTING AND EVENTUAL FINALIZING OF THE CURRICULUM IN PHASE II, THE ADAPTATION OF THE CURRICULUM TO OTHER EDUCATIONAL ENDEAVORS IN PHASE III, AND THE CREATION OF RECRUITING MATERIALS. THE CURRICULUM MATERIALS ARE AVAILABLE AS VT 010 139-VT 010 141 AND VT 010 150-VT 010 152 (ALL IN AIM SPRING 1970). OUTLINES OF THESE COURSES MAKE UP THE BULK OF THIS MANUSCRIPT. (CD)

VT 010 612
BUILDING CONSTRUCTION (COURSE OUTLINE AND EQUIPMENT GUIDE).

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
WEST VIRGINIA STATE BOARD OF EDUCATION, BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION, VOCATIONAL INDUSTRIAL EDUCATION SERVICE, CHARLESTON, WEST VIRGINIA 25305 ($1.25).
PUB DATE - ND 34P.

DESCRIPTORS - *BUILDING TRADES; *CONSTRUCTION INDUSTRY; CONSTRUCTION (PROCESS); *STATE CURRICULUM GUIDES; COURSE CONTENT; COURSE OBJECTIVES; *TRADE AND INDUSTRIAL EDUCATION; AUDIOVISUAL AIDS; EQUIPMENT STANDARDS; BUILDING EQUIPMENT; SCHOOL SHOPS
IDENTIFIERS - WEST VIRGINIA

ABSTRACT - DEVELOPED BY STATE STAFF AND VOCATIONAL EDUCATION INSTRUCTORS IN INSERVICE WORKSHOPS, THIS COURSE OUTLINE AND EQUIPMENT GUIDE IS FOR TEACHER USE IN PLANNING AND TEACHING A 2-YEAR 4-SEMESTER COURSE FOR VOCATIONAL STUDENTS IN BUILDING CONSTRUCTION. CONTENTS INCLUDE: (1) COURSE OBJECTIVES, (2) PURPOSE OF VOCATIONAL INDUSTRIAL EDUCATION, (3) COURSE CONTENT, AND (4) COURSE OUTLINE. A SUGGESTED EQUIPMENT LIST, TOOL LIST, STUDENT TOOL KIT, SHOP LAYOUT AND SPECIFICATIONS, AND BIBLIOGRAPHY OF TEXTBOOKS, REFERENCES, AND AUDIOVISUAL AIDS ARE APPENDED. (GR)

VT 010 620
PENROD, L.C.
EVERYDAY ARITHMETIC FOR PRINTERS.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.50, ANSWER BOOK $.75).
PUB DATE - JUL64 96P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; ANSWER KEYS; *ARITHMETIC; *PRINTING

ABSTRACT - DEVELOPED FOR STUDENTS, THIS STUDY

GUIDE CONTAINS CONTENT, EXAMPLES, AND PROBLEMS FOR THESE TOPICS: (1) FRACTIONS, (2) DECIMALS, (3) INTEREST AND PERCENTAGE, (4) SQUARE ROOT, (5) POINT SYSTEM, (6) SPACING, (7) MEASURING TYPE, (8) WEIGHING TYPE, (9) FINDING LEADS TO THE POUND, (10) FINDING VALUE OF STOCK, (11) CUTTING AND FINDING WEIGHT OF PAPER, (12) PROPORTION, (13) MARGINS, (14) RATIO AND PROPORTION, (15) COPY FITTING, (16) IMPOSITION, (17) ESTIMATING THE INK, AND (18) ESTIMATING A PRINTED JOB. AN ANSWER BOOK "AN ANSWER BOOK FOR EVERYDAY ARITHMETIC FOR PRINTERS" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (SB)

VT 010 621
OFFSET PRINTING, A STUDY GUIDE.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.75, ANSWER BOOK $1.00).
PUB DATE - MAY64 9[illegible]P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *COOPERATIVE EDUCATION; *PRINTING; GRAPHIC ARTS; PHOTO COMPOSITION; *STUDY GUIDES; BIBLIOGRAPHIES; INQUIRY TRAINING

ABSTRACT - THIS STUDY GUIDE AND PROGRESSION RECORD FOR OFFSET PRINTING STUDENTS IN A COOPERATIVE TRAINING PROGRAM WAS PREPARED BY A COMMITTEE OF STATE TRADE AND INDUSTRIAL EDUCATION COORDINATORS. EIGHTY JOB AND INFORMATION LESSONS ARE GIVEN INCLUDING RELATED STUDY REFERENCES. AFTER THE STUDENT COMPLETES THE JOB SHEETS AND REFERENCES, HE RECORDS HIS PROGRESS ON THE PROGRESS CHART, INCLUDED AT THE BEGINNING OF THE GUIDE WITH THE BIBLIOGRAPHY OF REFERENCES. AN ANSWER BOOK MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (GR)

VT 010 627
PLUMBING, A STUDY GUIDE.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($2.00, ANSWER BOOK $1.25).
PUB DATE - DEC68 91P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *COOPERATIVE EDUCATION; *PLUMBING; BUILDING TRADES; *STUDY GUIDES; BIBLIOGRAPHIES; INQUIRY TRAINING

ABSTRACT - PREPARED BY TRADE AND INDUSTRIAL EDUCATION COORDINATORS FOR HIGH SCHOOL COOPERATIVE STUDENTS PREPARING FOR THE PLUMBING TRADES, THE STUDY GUIDE INCLUDES A BIBLIOGRAPHY, A PROGRESS RECORD CHART, AND 70 JOB ASSIGNMENTS AND INFORMATION LESSONS. AN ANSWER BOOK MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (GR)

VT 010 629
BOOKER, L.R.
WEAVING AND DESIGN TECHNOLOGY.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
FILE NO. 1601
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.85).
PUB DATE - JUN69 112P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL HOME ECONOMICS; *TEXTBOOKS; INSTRUCTIONAL MATERIALS; *DESIGN; *TEXTILES INSTRUCTION; MECHANICAL DESIGN TECHNICIANS; FINISHING; POST SECONDARY EDUCATION

ABSTRACT - THIS TEXTBOOK WAS WRITTEN BY A STATE TEACHER TRAINER TO PROVIDE A TEXT FOR STUDENTS WITH AN OCCUPATIONAL INTEREST IN WEAVING AND DESIGN TECHNOLOGY. CHAPTERS ARE: (1) THE SLASHING OPERATION, (2) DRAWING-IN OPERATION, (3) THE WEAVER AND WEAVING OPERATION, (4) ESSENTIAL MOTIONS IN THE LOOM AND THE WEAVING PROCESS, (5) TYPE OF LOOMS, (6) CLOTH ROOM, (7) FINISHING PROCESSES, (8) DESIGNING BASIC WEAVES, (9) DESIGNING DERIVATIVE WEAVES, AND (10) CLOTH ANALYSIS. PHOTOGRAPHS AND LINE DRAWINGS ILLUSTRATE THE TEXT. (SB)

VT 010 630
GARMENT ALTERING AND REPAIRING, A STUDY GUIDE AND JOB TESTS.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
FILE NO. 1573
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.75, ANSWER BOOK $1.25, TEST $1.50, TEST ANSWERS $.75).
PUB DATE - 68 210P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *OCCUPATIONAL HOME ECONOMICS; *STUDY GUIDES; *CLOTHING INSTRUCTION; TESTS; ANSWER KEYS; ON THE JOB TRAINING; *JOB SKILLS; COOPERATIVE EDUCATION; CLOTHING MAINTENANCE SPECIALISTS
IDENTIFIERS - CLOTHING ALTERATION; CLOTHING REPAIR

ABSTRACT - ATORS AND INSTRUCTORS THIS STUDY GUIDE AND PROGRESS REPORT IS INTENDED FOR COOPERATIVE HIGH SCHOOL STUDENTS ENROLLED IN A GARMENT ALTERATION AND REPAIR TRAINING PROGRAM. THE FIRST PART OF THE GUIDE CONTAINS A LISTING OF 96 JOB SKILLS WITH SPACES FOR THE STUDENT TO CHECK HIS JOB PROGRESS IN ON-THE-JOB TRAINING, AND TO CHECK HIS RELATED STUDY PROGRESS IN READING REFERENCES AND ANSWERING RELATED STUDY QUESTIONS. THE REMAINING PART OF THE GUIDE CONTAINS THE STUDY QUESTIONS, SUGGESTED REFERENCES, AND BIBLIOGRAPHY FOR THE 96 JOB SKILLS. ALSO INCLUDED IS A SEPARATE TEST MANUAL WHICH CONTAINS A TEST FOR EACH JOB SKILL. ANSWER BOOKS, "ANSWER BOOK FOR GARMENT ALTERING AND REPAIRING," AND "TEST ANSWERS, GARMENT ALTERING AND REPAIRING," ARE AVAILABLE FROM THE SOURCE OF AVAILABILITY LISTED FOR THIS

DOCUMENT. (SB)

VT 010 631
CUSTOMER RELATIONS IN THE AUTOMOTIVE TRADES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.50).
PUB DATE - 68 46P.

DESCRIPTORS - *HUMAN RELATIONS; *AUTOINSTRUCTIONAL AIDS; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED INSTRUCTION; *AUTO MECHANICS (OCCUPATION); *STUDY GUIDES
IDENTIFIERS - *REHABILITATION RESEARCH FOUNDATION

ABSTRACT - PART OF A SERIES OF SELF-INSTRUCTIONAL BOOKLETS EMPHASIZING THE IMPORTANCE OF HUMAN RELATIONS ON THE JOB, THIS BULLETIN PROVIDES A GENERAL PLAN FOR ACHIEVING GOOD CUSTOMER RELATIONS IN THE AUTOMOTIVE TRADES. THE FORMAT OF THE BOOKLET CONSISTS OF EXPLANATORY TEXT FOLLOWED BY QUESTIONS TO WHICH THE STUDENT MAY RESPOND IN THE BLANKS PROVIDED. THE BOOKLET IS ILLUSTRATED WITH NUMEROUS LINE DRAWINGS AND A POSTTEST ALSO IS INCLUDED. OTHER DOCUMENTS IN THE SERIES ARE VT 010 632-VT 010 636 (ALL IN THIS ISSUE). (AW)

VT 010 632
WORK HABITS IN THE AUTOMOTIVE TRADES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.50).
PUB DATE - 68 27P.

DESCRIPTORS - *AUTOINSTRUCTIONAL AIDS; *STUDY GUIDES; *HUMAN RELATIONS; *HABIT FORMATION; *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED INSTRUCTION; AUTO MECHANICS (OCCUPATION)
IDENTIFIERS - *REHABILITATION RESEARCH FOUNDATION

ABSTRACT - PART OF A SERIES OF SELF-INSTRUCTIONAL BOOKLETS EMPHASIZING THE IMPORTANCE OF HUMAN RELATIONS ON THE JOB, THIS GUIDE IS INTENDED TO AID TRAINEES IN THE AUTOMOTIVE TRADES IN FORMING GOOD WORK HABITS. FORMAT OF THE GUIDE CONSISTS OF EXPLANATORY TEXT FOLLOWED BY QUESTIONS TO BE ANSWERED BY THE STUDENT. NUMEROUS LINE DRAWINGS ILLUSTRATE THE BOOKLET, AND AN OBJECTIVE TEST ALSO IS INCLUDED. OTHER DOCUMENTS IN THE SERIES ARE VT 010 631, AND VT 010 633-VT 010 636 (ALL IN THIS ISSUE). (AW)

VT 010 633
MANUAL FOR INSTRUCTORS TO ACCOMPANY COMMUNICATIVE SKILLS FOR THE AUTOMOTIVE TRADES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.25).
PUB DATE - 68 7P.

DESCRIPTORS - *AUTOINSTRUCTIONAL AIDS; *AUTO MECHANICS (OCCUPATION); *COMMUNICATION SKILLS; CHANGING ATTITUDES; *HUMAN RELATIONS; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - REHABILITATION RESEARCH FOUNDATION

ABSTRACT - THIS INSTRUCTOR'S MANUAL ACCOMPANIES SELF-INSTRUCTION BOOKLETS EMPHASIZING THE IMPORTANCE OF HUMAN RELATIONS ON THE JOB. THE LESSONS AND THEIR OBJECTIVES, AND FIELD TESTS AND RESULTS ARE BRIEFLY DESCRIBED. RECOMMENDATIONS ARE GIVEN FOR USING THE LESSONS. THE SELF-INSTRUCTION BOOKLETS ARE AVAILABLE AS VT 010 631, VT 010 632, AND VT 010 634-VT 010 636 (ALL IN THIS ISSUE). (DM)

VT 010 634
PERSONAL SKILLS FOR AUTOMOTIVE TRADES; TO ACCOMPANY COMMUNICATIVE SKILLS FOR THE AUTOMOTIVE TRADES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.25).
PUB DATE - 68 15P.

DESCRIPTORS - *COMMUNICATION SKILLS; *HUMAN RELATIONS; *AUTO MECHANICS (OCCUPATION); *AUTOINSTRUCTIONAL AIDS; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - REHABILITATION RESEARCH FOUNDATION

ABSTRACT - THIS SELF-INSTRUCTIONAL BOOKLET SERVES AS AN INTRODUCTORY LESSON IN A SERIES OF BOOKLETS EMPHASIZING THE IMPORTANCE OF HUMAN RELATIONS ON THE JOB. THE STUDENT READS EXPLANATORY TEXT DESIGNED TO MOTIVATE HIM TO IMPROVE HIS PERSONAL SKILLS, AND RESPONDS TO QUESTIONS IN THE BLANKS PROVIDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 631-VT 010 633, VT 010 635 AND VT 010 636 (ALL IN THIS ISSUE). (GR)

VT 010 635
GETTING A JOB IN THE AUTOMOTIVE TRADES; TO ACCOMPANY COMMUNICATIVE SKILLS FOR THE AUTOMOTIVE TRADES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.

DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE
DEPARTMENT OF EDUCATION, P.O. BOX 2847,
UNIVERSITY, ALABAMA 35486 ($.50).
PUB DATE - 68 33P.

DESCRIPTORS - COMMUNICATION SKILLS; *AUTOINSTRUCTIONAL AIDS; *HUMAN RELATIONS; *AUTO MECHANICS (OCCUPATION); *TRADE AND INDUSTRIAL EDUCATION; JOB APPLICATION; EMPLOYMENT INTERVIEWS
IDENTIFIERS - REHABILITATION RESEARCH FOUNDATION

ABSTRACT - PART OF A SERIES OF SELF-INSTRUCTION BOOKLETS EMPHASIZING THE IMPORTANCE OF HUMAN RELATIONS ON THE JOB, THIS LESSON DEALS WITH FINDING JOB LEADS, FILLING OUT JOB APPLICATIONS, AND PREPARING FOR JOB INTERVIEWS. THE BOOKLET IS IN WORKBOOK FORM WITH THE STUDENT READING EXPLANATORY TEXT AND ANSWERING QUESTIONS IN SPACES PROVIDED. A POSTTEST IS INCLUDED WITH THE DOCUMENT. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 631-VT 010 634, AND VT 010 636 (ALL IN THIS ISSUE). (GR)

VT 010 636
PERSONAL HABITS IN THE AUTOMOTIVE TRADES; TO ACCOMPANY COMMUNICATIVE SKILLS FOR THE AUTOMOTIVE TRADES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE
DEPARTMENT OF EDUCATION, P.O. BOX 2847,
UNIVERSITY, ALABAMA 35486 ($.50).
PUB DATE - 68 37P.

DESCRIPTORS - COMMUNICATION SKILLS; *HUMAN RELATIONS; *AUTO MECHANICS (OCCUPATION); *AUTOINSTRUCTIONAL AIDS; *TRADE AND INDUSTRIAL EDUCATION; PERSONAL RELATIONSHIP; SELF CARE SKILLS; SPEECH HABITS; *HABIT FORMATION
IDENTIFIERS - REHABILITATION RESEARCH FOUNDATION

ABSTRACT - PART OF A SERIES EMPHASIZING THE IMPORTANCE OF HUMAN RELATIONS ON THE JOB, THIS LESSON TEACHES PERSONAL HABITS THAT WILL CONTRIBUTE TO JOB SUCCESS. THE BOOKLET IS DESIGNED SO THAT THE STUDENT MAY READ THE EXPLANATORY TEXT AND RESPOND TO QUESTIONS IN THE BLANK SPACES PROVIDED. LINE ILLUSTRATIONS HELP TO EMPHASIZE MAJOR POINTS. A POSTTEST IS INCLUDED WITH THIS DOCUMENT. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 631-VT 010 635 (ALL IN THIS ISSUE). (GR)

VT 010 638
SERVICING CARBURETOR AIR CLEANERS, LESSON I OF SKILLS SERIES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE
DEPARTMENT OF EDUCATION, P.O. BOX 2847,
UNIVERSITY, ALABAMA 35486 ($.45).
PUB DATE - 66 33P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; AUTOINSTRUCTIONAL AIDS; *SKILL DEVELOPMENT; PSYCHOMOTOR SKILLS; *INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); SERVICE WORKERS
IDENTIFIERS - *CARBURETOR AIR CLEANERS

ABSTRACT - DEVELOPED AS A DEMONSTRATION PROJECT UNDER THE 1962 MANPOWER DEVELOPMENT AND TRAINING ACT, THE BOOKLET IS FOR STUDENT USE IN LEARNING TO SERVICE CARBURETOR AIR CLEANERS. CONTENTS INCLUDE: (1) DESCRIPTIVE INFORMATION, (2) ILLUSTRATED LINE DRAWINGS, (3) QUESTIONS, AND (4) AN APPENDED ANSWER BOOK. A PRETEST AND DUPLICATE POSTTEST ARE INCLUDED. (GR)

VT 010 639
IDENTIFICATION OF JOINTS, WELDS, AND GROOVES, LESSON 1 OF THEORY SERIES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE
DEPARTMENT OF EDUCATION, P.O. BOX 2847,
UNIVERSITY, ALABAMA 35486 ($.40).
PUB DATE - 66 36P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; AUTOINSTRUCTIONAL AIDS; SKILL DEVELOPMENT; *COGNITIVE DEVELOPMENT; *INDUSTRIAL EDUCATION; *IDENTIFICATION TESTS; *WELDING

ABSTRACT - DEVELOPED FOR STUDENT USE AS AN EXPERIMENTAL-DEMONSTRATION PROJECT BY THE REHABILITATION RESEARCH FOUNDATION, THE BOOKLET CONTAINS STEP-BY-STEP INSTRUCTIONS ON HOW TO IDENTIFY VARIOUS WELDING JOINTS, WELDS, AND GROOVES. CONTENTS INCLUDE: (1) DESCRIPTIVE INFORMATION, (2) ILLUSTRATED LINE DRAWINGS, (3) QUESTIONS, AND (4) AN APPENDED ANSWER BOOK. A PRETEST AND DUPLICATE POSTTEST ARE INCLUDED. (GR)

VT 010 640
MIXING MORTAR, LESSON 1 OF SKILLS SERIES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE
DEPARTMENT OF EDUCATION, P.O. BOX 2847,
UNIVERSITY, ALABAMA 35486 ($.45).
PUB DATE - 66 30P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *AUTOINSTRUCTIONAL AIDS; PSYCHOMOTOR SKILLS; *SKILL DEVELOPMENT; *INDUSTRIAL EDUCATION; BUILDING TRADES; *BRICKLAYERS; *MASONRY; BUILDING MATERIALS
IDENTIFIERS - *MORTAR

ABSTRACT - THIS SKILLS LESSON BOOKLET, DEVELOPED BY THE REHABILITATION RESEARCH FOUNDATION FOR STUDENT USE, CONTAINS STEP-BY-

STEP INSTRUCTIONS FOR MIXING MORTAR. THE STUDENT READS EXPLANATORY TEXT AND ANSWERS QUESTIONS, CHECKING HIS ANSWERS WITH ANSWERS INCLUDED IN A SEPARATE SECTION. A PRETEST AND DUPLICATE POSTTEST ARE INCLUDED. (GR)

VT 010 641
SOLDERING LEADS, LESSON 1 OF SKILLS SERIES.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.50).
PUB DATE - 66 31P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; AUTOINSTRUCTIONAL AIDS; PSYCHOMOTOR SKILLS; *SKILL DEVELOPMENT; *INDUSTRIAL EDUCATION
IDENTIFIERS - *SOLDERING

ABSTRACT - DEVELOPED FOR STUDENT USE AS AN EXPERIMENTAL-DEMONSTRATION PROJECT, BY THE REHABILITATION RESEARCH FOUNDATION, THE STEP-BY-STEP BOOKLET CONTAINS INSTRUCTIONS FOR LEARNING TO SOLDER LEADS. CONTENTS INCLUDE: (1) EXPLANATORY TEXT, (2) ILLUSTRATED LINE DRAWINGS, (3) QUESTIONS, AND (4) A PROCEDURAL CHECKLIST. A PRETEST AND POSTTEST ARE INCLUDED. (GR)

VT 010 653
AUTO BODY REPAIR (TEACHING OUTLINE).

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
WEST VIRGINIA STATE BOARD OF EDUCATION, BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION. VOCATIONAL INDUSTRIAL EDUCATION SERVICE, CHARLESTON, WEST VIRGINIA 25305 ($1.25).
PUB DATE - ND 35P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *AUTO BODY REPAIRMEN; COURSE CONTENT; COURSE OBJECTIVES; *TRADE AND INDUSTRIAL EDUCATION; EQUIPMENT STANDARDS; SKILLED OCCUPATIONS; SCHOOL SHOPS; SECONDARY EDUCATION
IDENTIFIERS - WEST VIRGINIA; *AUTO BODY REPAIR

ABSTRACT - A COMMITTEE COMPOSED OF AUTO BODY INSTRUCTORS AND PROGRAM SPECIALISTS PREPARED THIS TEACHING SYLLABUS FOR TEACHER USE IN PLANNING A 2-YEAR COURSE TO PREPARE STUDENTS FOR ENTRANCE INTO INDUSTRY AS AUTO BODY REPAIRMEN. FOLLOWING A GENERAL STATEMENT ON THE PURPOSES OF VOCATIONAL INDUSTRIAL EDUCATION IS A COURSE OUTLINE AND APPENDIXES COVERING: (1) EQUIPMENT AND TOOL SPECIFICATIONS, (2) PRICE LIST FOR FURNISHING AN AUTO BODY CONFERENCE ROOM, (3) SUGGESTED SHOP LAYOUT, (4) AUTO BODY REPAIR AND EQUIPMENT STANDARDS, AND (5) SUGGESTED TEXTBOOKS AND SOURCES OF INSTRUCTIONAL MATERIALS. (DM)

VT 010 654
MACHINE SHOP (TRAINING GUIDE).

WEST VIRGINIA STATE BOARD OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
WEST VIRGINIA STATE BOARD OF EDUCATION, BUREAU OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION, VOCATIONAL INDUSTRIAL EDUCATION SERVICE, CHARLESTON, WEST VIRGINIA 25305 ($1.25).
PUB DATE - ND 41P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE TOOLS; MACHINISTS; *MACHINE TOOL OPERATORS; METAL WORKING OCCUPATIONS; COURSE CONTENT; SECONDARY EDUCATION; COURSE OBJECTIVES; SCHOOL SHOPS
IDENTIFIERS - WEST VIRGINIA; *MACHINE SHOP

ABSTRACT - DEVELOPED BY VOCATIONAL EDUCATION INSTRUCTORS IN INSERVICE WORKSHOPS, THIS TEACHING GUIDE MAY BE USED IN PLANNING AND TEACHING A 2-YEAR COURSE TO TRAIN VOCATIONAL STUDENTS IN MACHINE SHOP WORK. CONTENT INCLUDES: (1) COURSE OBJECTIVES, (2) GENERAL STATEMENT OF THE PURPOSES OF VOCATIONAL INDUSTRIAL EDUCATION, (3) LIST OF COURSE CONTENT, AND (4) COURSE OUTLINE. A SUGGESTED TOOL LIST, EQUIPMENT LIST, SHOP LAYOUT, FACILITIES AND EQUIPMENT STANDARDS, TEXT AND REFERENCE BOOK LIST, INSTRUCTIONAL AIDS LIST, SUGGESTED JOBS OR PROJECTS LIST, PROGRESS RECORD AND PROGRESS CHART ARE APPENDED. (GR)

VT 010 676 ED 037 578
ELECTRONICS MECHANIC, ENTRY; A SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF ADULT, VOCATIONAL, AND LIBRARY PROGRAMS
OE-87040
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.287:87040, $.30).
PUB DATE - 69 21P.

DESCRIPTORS - *CURRICULUM GUIDES; *ELECTRICAL OCCUPATIONS; *COURSE CONTENT; CURRICULUM DEVELOPMENT; COURSE ORGANIZATION; INSTRUCTIONAL FILMS; REFERENCE BOOKS; *TRADE AND INDUSTRIAL EDUCATION; ELECTRONIC EQUIPMENT

ABSTRACT - THIS TRAINING GUIDE, PREPARED TO ASSIST ADMINISTRATORS AND INSTRUCTORS IN ORGANIZING COURSES AND DEVELOPING COURSE CONTENT IN TRAINING ELECTRONICS MECHANICS, CONTAINS 14 MAJOR COURSE UNITS COVERING 6 HOURS PER DAY, 5 DAYS PER WEEK FOR 50 WEEKS OR 1,500 HOURS OF SHOP AND CLASSROOM INSTRUCTION. THE UNITS INCLUDED ARE: (1) MATHEMATICS, (2) DIRECT CURRENT ELECTRICITY, (3) ELECTRONIC SHOP TOOLS, (4) MAGNETICS, (5) COMMUNICATIONS, WRITING, (6) ALTERNATING CURRENT ELECTRICITY, (7) ELECTRONIC DEVICES, (8) POWER SUPPLY, (9) SKETCHING AND BLUEPRINT READING, (10) AMPLIFIERS, (11) OSCILLATORS, (12) WAVESHAPING, (13) ELECTRONIC CONTROLS, AND (14) COMMUNICATIONS, TRANSMITTERS AND RECEIVERS. LISTS OF SUGGESTED MACHINES, TOOLS, EQUIPMENT, SUPPLIES, TEXTBOOKS, FILMS, AND A FLOOR PLAN OF THE TRAINING FACILITY ARE APPENDED. (GR)

VT 010 677 ED 038 515
BUILDING CUSTODIAN; A SUGGESTED GUIDE FOR A TRAINING COURSE.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF ADULT, VOCATIONAL, AND LIBRARY PROGRAMS
OE-87038
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.287:87038, $.35).
PUB DATE - 69 30P.

DESCRIPTORS - *CURRICULUM GUIDES; *CUSTODIAN TRAINING; GLOSSARIES; BIBLIOGRAPHIES; *TEACHING GUIDES; *OCCUPATIONAL INFORMATION

ABSTRACT - THIS TRAINING GUIDE CAN BE USED TO PLAN AND DEVELOP A TRAINING COURSE FOR PERSONS WHO ARE INTERESTED IN BECOMING BUILDING CUSTODIANS. THE OUTLINE WAS PREPARED BY VOCATIONAL EDUCATION SPECIALISTS FOR THE DIVISION OF MANPOWER DEVELOPMENT AND TRAINING AND FOCUSES ON SCHOOL CUSTODIANS BUT CAN ALSO BE USED FOR CUSTODIAL SERVICES IN PUBLIC BUILDINGS, HOSPITALS, COLLEGES, STORES, FACTORIES, AND OFFICE BUILDINGS. AN OUTLINE FOR 60 HOURS OF INSTRUCTION IS DIVIDED INTO NINE UNITS, COVERING GENERAL HOUSEKEEPING, SANITATION, OPERATION AND MAINTENANCE OF HEATING-VENTILATING SYSTEMS, MAINTENANCE OF BUILDINGS AND GROUNDS, HUMAN RELATIONS, MANAGEMENT OF SUPPLIES AND EQUIPMENT, SAFETY, PERSONNEL, AND SECURITY AND PROTECTIVE MEASURES. INFORMATION IS INCLUDED FOR THE TEACHER ON PLANNING THE LESSON, TRAINING FACILITY CONSIDERATIONS, AND CRITERIA FOR EVALUATING TRAINEE READINESS FOR EMPLOYMENT. A GLOSSARY, BIBLIOGRAPHY, SAMPLE WORK SCHEDULES AND LESSON PLAN, AND A SUGGESTED LIST OF EQUIPMENT, TOOLS, AND SUPPLIES ARE APPENDED. (BC)

VT 010 682
TEXTILE TECHNICIAN, A STUDY GUIDE.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.75, ANSWER BOOK $1.50).
PUB DATE - AUG69 107P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL HOME ECONOMICS; *STUDY GUIDES; SUBPROFESSIONALS; *TEXTILES INSTRUCTION; DESIGN; MECHANICAL DESIGN TECHNICIANS; ON THE JOB TRAINING; COOPERATIVE EDUCATION; ANSWER KEYS; *JOB SKILLS

ABSTRACT - THIS REVISED STUDY GUIDE AND PROGRESS RECORD FOR HIGH SCHOOL COOPERATIVE STUDENTS IN THE FIELD OF TEXTILE MANUFACTURING WAS PREPARED BY A COMMITTEE OF TRADE AND INDUSTRIAL EDUCATION COORDINATORS. THE FIRST PART OF THE GUIDE CONTAINS A LISTING OF 60 JOB SKILLS WITH SPACES FOR THE STUDENT TO CHECK HIS JOB PROGRESS IN ON-THE-JOB TRAINING, AND TO CHECK HIS RELATED STUDY PROGRESS IN COMPLETING READING ASSIGNMENTS AND ANSWERING STUDY QUESTIONS. THE REMAINING PART OF THE GUIDE CONTAINS STUDY QUESTIONS AND SUGGESTED REFERENCES FOR THE 60 JOB SKILLS. THE JOB SKILLS ARE GROUPED ACCORDING TO THESE TOPICS: (1) GENERAL, (2) OPENING AND CLEANING, (3) CARDING, (4) DRAWING, (5) ROVING, (6) SPINNING, (7) WINDING AND WARPING, (8) SLASHING, (9) WEAVING, AND (10) CLOTH ROOM. A BIBLIOGRAPHY OF STUDENT REFERENCES IS INCLUDED, AND AN ANSWER BOOK, "TEXTILE TECHNICIAN," MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (SB)

VT 010 683
LESSON GUIDES FOR THE USE OF VOM (VOLT-OHM-MILLIAMMETER).

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 (LESSON ONE $.45, LESSON TWO $.40, LESSON THREE $.45, LESSON FOUR $.50, LESSON FIVE $.65).
PUB DATE - 66 244P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *AUTOINSTRUCTIONAL AIDS; INDEPENDENT STUDY; ANSWER KEYS; *ELECTRONIC EQUIPMENT
IDENTIFIERS - *VOLT OHM MILLIAMMETER; VOM

ABSTRACT - FIVE SELF-INSTRUCTIONAL BOOKLETS AND A PRACTICE BOOK COMPOSE A SERIES DESCRIBING THE USE OF THE VOLT-OHM-MILLIAMMETER (VOM). THE STUDENT READS EXPLANATORY TEXT AND VIEWS ACCOMPANYING LINE ILLUSTRATIONS AND THEN ANSWERS QUESTIONS, CHECKING HIS RESPONSES FROM ANSWERS GIVEN IN A SEPARATE SECTION. LESSON TITLES ARE: (1) INTRODUCTION TO THE VOM, (2) USING THE VOM-DIRECT CURRENT CIRCUITS, (3) USING THE VOM-ALTERNATING CURRENT CIRCUITS, (4) USING THE VOM-EQUIPMENT SERIES, AND (5) GUIDE TO THE VOM AND THE VOM PRACTICE BOOK. A PRETEST AND DUPLICATE POSTTEST ACCOMPANY THE FIRST FOUR LESSONS. (GR)

VT 010 685
POWER TRUCK OPERATORS, INSTRUCTOR'S TRAINING MANUAL.

ROYAL SOCIETY FOR THE PREVENTION OF ACCIDENTS, LONDON (ENGLAND).
LUCAS, (JOSEPH) LTD., BELFAST (IRELAND).
ROYAL SOCIETY FOR THE PREVENTION OF ACCIDENTS, TERMINAL HOUSE, 52 GROSVENOR GARDENS, LONDON, S.W. 1, ENGLAND.
PUB DATE - 67 63P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *SKILL DEVELOPMENT; *INDUSTRIAL TRAINING; MECHANICAL EQUIPMENT; MOTOR VEHICLES; SKILLED OCCUPATIONS
IDENTIFIERS - *POWER TRUCK OPERATOR INSTRUCTION

ABSTRACT - INTENDED AS A GUIDE FOR TEACHING BEGINNERS AND IMPROVING THE SKILLS OF EXPERIENCED OPERATORS IN THE OPERATION OF POWER DRIVEN TRUCKS, THIS MANUAL WAS PRODUCED BY THE CENTRAL EDUCATION DEPARTMENT OF THE LUCAS COMPANY, LONDON. INSTRUCTION IS DIVIDED INTO THREE SECTIONS: (1) THE RIDER CONTROLLED FORK-LIFT TRUCK, (2) THE PEDESTRIAN CONTROLLED FORK-LIFT TRUCK, AND (3) THE PALLET TRUCK. IN EACH SECTION THE INDIVIDUAL TRUCK BEING STUDIED IS DISCUSSED IN DETAIL. A SUGGESTED DEMONSTRATION PROCEDURE IS OUTLINED. (GB)

VT 010 686
SHOP SAFETY.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($.50).
PUB DATE - 66 38P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *WORKBOOKS; *LABORATORY SAFETY; ACCIDENT PREVENTION; *SAFETY EDUCATION; SAFETY EQUIPMENT; DEMONSTRATION PROJECTS

ABSTRACT - DEVELOPED AS A DEMONSTRATION PROJECT UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962, THIS WORKBOOK IS FOR STUDENT USE IN LEARNING SHOP SAFETY RULES. EXPLANATORY TEXT AND LINE DRAWINGS ARE FOLLOWED BY QUESTIONS WHICH THE STUDENT MUST ANSWER AND CHECK FROM ANSWERS GIVEN IN A SEPARATE SECTION. (DM)

VT 010 690
AUTOMOBILE BODY AND FENDER REPAIR AND REFINISHING, JOB TESTS.

ALABAMA UNIV., UNIVERSITY. DEPT. OF TRADE AND INDUSTRIAL EDUCATION
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 (JOB TESTS $1.00, TEST ANSWERS $.75).
PUB DATE - MAR66 68P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MOTOR VEHICLES; *AUTO BODY REPAIRMEN; *PERFORMANCE TESTS

ABSTRACT - THIS DOCUMENT, PREPARED BY TRADE AND INDUSTRIAL EDUCATION PERSONNEL, CONTAINS 71 JOB TESTS ON AUTOMOBILE BODY AND FENDER REPAIR AND REFINISHING. IT IS DESIGNED TO ACCOMPANY A RELATED STUDY GUIDE AVAILABLE AS ED 013 929 OR VT 002 376 (AIM WINTER 1967). AN ANSWER BOOK "AUTOMOBILE BODY AND FENDER REPAIR AND REFINISHING, JOB TEST ANSWERS" MAY BE OBTAINED FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. (GR)

VT 010 693
RECOGNIZING CIRCUIT SYMBOLS. ELECTRONICS EDITION BOOK ONE AND BOOK TWO.

REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA.
DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
TRADE AND INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, P.O. BOX 2847, UNIVERSITY, ALABAMA 35486 ($1.70).
PUB DATE - 65 125P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *SUPPLEMENTARY TEXTBOOKS; DEMONSTRATION PROJECTS; *ELECTRIC CIRCUITS; ELECTRICITY; *ELECTRONIC TECHNICIANS; VISUAL MEASURES; VISUAL LEARNING
IDENTIFIERS - REHABILITATION RESEARCH FOUNDATION

ABSTRACT - DEVELOPED AS A DEMONSTRATION PROJECT UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962, THE TWO VOLUMES ARE FOR STUDENT USE IN LEARNING TO RECOGNIZE OVER 100 ELECTRICAL CIRCUIT SYMBOLS. EACH SECTION CONSISTS OF EXPLANATORY TEXT AND LINE DRAWINGS OF CIRCUIT SYMBOLS, FOLLOWED BY A TEST WHICH THE STUDENT COMPLETES AND CHECKS FROM ANSWERS GIVEN IN A SEPARATE SECTION. A FINAL REVIEW TEST COVERING ALL THE SECTIONS IS INCLUDED IN THE SECOND VOLUME. (DM)

VT 010 695
TRAINING AND TECHNOLOGY; GLASS FABRICATION, A 42-WEEK INDUSTRIAL TRAINING CURRICULUM.

OAK RIDGE ASSOCIATED UNIVERSITIES, TENN.
TENNESSEE UNIV., KNOXVILLE.
UNION CARBIDE CORP., OAK RIDGE, TENN. NUCLEAR DIV.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
ATOMIC ENERGY COMMISSION, OAK RIDGE, TENN.
MED-5
PUB DATE - JUL69 51P.

DESCRIPTORS - *TECHNICAL EDUCATION; *CURRICULUM GUIDES; *GLASS; *TRAINEES; COURSE DESCRIPTIONS; BIBLIOGRAPHIES; CULTURALLY DISADVANTAGED; ADULT VOCATIONAL EDUCATION; *SUBPROFESSIONALS
IDENTIFIERS - *GLASS FABRICATION; TRAINING AND TECHNOLOGY; TAT

ABSTRACT - THE TRAINING STAFF OF THE UNION CARBIDE CORPORATION--NUCLEAR DIVISION AT OAK RIDGE PREPARED THE TECHNICAL AND RELATED MATERIALS FOR THIS CURRICULUM GUIDE FOR PROJECT DEVELOPERS, SCHOOL ADMINISTRATORS, TRAINING DIRECTORS, SUPERVISORS, AND TEACHERS WHO ARE PLANNING AND DEVELOPING NEW PROGRAMS OR EVALUATING EXISTING PROGRAMS IN GLASS FABRICATION. THE CONTENT OBJECTIVES ARE TO PREPARE TRAINEES WITH HIGH SCHOOL DIPLOMAS OR EQUIVALENT IN A 42-WEEK COURSE FOR EMPLOYMENT AS APPRENTICE GLASSBLOWERS OR ENTRY OPERATORS IN A GLASS FABRICATION INDUSTRY OR SUPPLY HOUSE, OR AS LABORATORY GLASSBLOWERS IN A COLLEGE OR UNIVERSITY. THE GUIDE OFFERS COURSE OUTLINES WITH PLANNED SEQUENCES OF CLASSROOM AND LABORATORY EXPERIENCES. IN ADDITION TO REGULAR COURSES, SEMINARS WERE DEVELOPED AS NEEDED TO TAKE UP SUCH MISCELLANEOUS SUBJECTS AS CAREER DEVELOPMENT AND THE ROLE OF LABOR UNIONS. A LIST OF TEXTBOOKS, REFERENCES, AND LABORATORY

EQUIPMENT ARE ALSO INCLUDED. APPENDED IS A TYPICAL INSTRUCTOR'S LESSON PLAN. A REPORT ON THE GENERAL WORKER TRAINING CURRICULUM IS AVAILABLE AS VT 010 740 (ARM SPRING 1971). (BC)

VT 010 697
TRAINING AND TECHNOLOGY; COURSE OUTLINES, 1967 IN-SERVICE TEACHER INSTITUTE.

OAK RIDGE ASSOCIATED UNIVERSITIES, TENN.
TENNESSEE UNIV., KNOXVILLE.
UNION CARBIDE CORP., OAK RIDGE, TENN. NUCLEAR DIV.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
ATOMIC ENERGY COMMISSION, OAK RIDGE, TENN.
PD-31
PUB DATE - 12JUN67 26P.

DESCRIPTORS - *INSERVICE TEACHER EDUCATION; *TEACHERS; *SUMMER INSTITUTES; *CURRICULUM GUIDES; *INDUSTRIAL EDUCATION

ABSTRACT - THIS COURSE OUTLINE WAS PREPARED FOR THE IN-SERVICE TEACHER INSTITUTE AT THE UNIVERSITY OF TENNESSEE IN THE SUMMER OF 1967. THE TWO COURSES GIVEN AT BOTH THE GRADUATE AND UNDERGRADUATE LEVELS TO THE 100 PERSONS ATTENDING THE SUMMER INSTITUTE WERE A SEMINAR IN INDUSTRIAL EDUCATION AND A COURSE ON NEW DEVELOPMENTS IN INDUSTRIAL AND TECHNICAL EDUCATION. EACH PARTICIPANT ALSO ATTENDED A TECHNICAL COURSE RELATED TO HIS TECHNICAL SPECIALTY. TIME SCHEDULES AND LISTINGS OF SUBJECTS COVERED ARE INCLUDED FOR THE SPECIALIZED COURSES IN MECHANICAL DRAFTING, ELECTRONICS, MACHINE SHOP AND FABRICATION, AND WELDING AND PHYSICAL TESTING. A REPORT ON THE RECRUITMENT AND SELECTION PROCEDURES FOR THE SUMMER INSTITUTE IS AVAILABLE AS VT 010 700 (ARM SPRING 1971). (BC)

VT 010 711 ED 039 332
MCHALE, THOMAS J., AND OTHERS
MATHEMATICS FOR THE MAJORITY; A SYSTEM OF INSTRUCTION FOR TEACHING TECHNICAL MATHEMATICS.

MILWAUKEE AREA TECHNICAL COLL., WIS.
CARNEGIE CORP. OF NEW YORK, N.Y.
PUB DATE - DEC69 274P.

DESCRIPTORS - *TECHNICAL EDUCATION; *TECHNICAL MATHEMATICS; TEACHING METHODS; *AVERAGE STUDENTS; EDUCATIONALLY DISADVANTAGED; INDIVIDUALIZED INSTRUCTION; *PROGRAMED INSTRUCTION; MATHEMATICS EDUCATION; *COURSE CONTENT
IDENTIFIERS - MILWAUKEE AREA TECHNICAL COLLEGE; *MATC MATHEMATICS PROJECT

ABSTRACT - THE CRITICAL NEED FOR GREATER NUMBERS OF TRAINED TECHNICIANS PROVIDED THE GENERAL IMPETUS FOR DEVELOPING THIS APPROACH TO TEACHING THE MATH SKILLS WHICH ARE NEEDED FOR BASIC SCIENCE AND TECHNOLOGY. THIS INSTRUCTIONAL SYSTEM, WHICH HAS BEEN DEVELOPED OVER A 4-YEAR PERIOD, FOCUSES ON THE AVERAGE AND BELOW AVERAGE STUDENTS WHO ENROLL IN INDUSTRIAL TECHNOLOGY AS OPPOSED TO ENGINEERING TECHNOLOGY PROGRAMS. IT INCORPORATES A LEARNING CENTER WITH SEPARATE TREATMENT FOR FAST, REGULAR AND SLOW LEARNERS, PROGRAMED INSTRUCTION, AND TEACHER AIDES. ALTHOUGH IT WAS DEVELOPED PRIMARILY FOR TEACHING MATHEMATICS IN A TECHNICAL INSTITUTE, THE SYSTEM HAS BEEN USED IN OTHER INSTITUTE COURSES AND IN THREE OTHER INSTITUTES, TWO HIGH SCHOOLS, AND ONE JUNIOR HIGH SCHOOL. THE SYSTEM HAS IMPLICATIONS FOR INDIVIDUALIZED INSTRUCTION BOTH FOR MATHEMATICS EDUCATION AND FOR EDUCATION IN GENERAL. (CH)

VT 010 769 ED 038 528
ARCHITECTURAL AND BUILDING CONSTRUCTION TECHNOLOGY: A SUGGESTED 2-YEAR POST HIGH SCHOOL CURRICULUM. TECHNICAL EDUCATION PROGRAM SERIES NO. 9.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
OE-80062
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.280:80062, $1.50).
PUB DATE - 69 117P.

DESCRIPTORS - *ARCHITECTURAL EDUCATION; *CONSTRUCTION PROGRAMS; *CURRICULUM GUIDES; *PROGRAM GUIDES; *POST SECONDARY EDUCATION; DRAFTSMEN; SUBPROFESSIONALS; TECHNICAL EDUCATION; BIBLIOGRAPHIES; FACILITY GUIDELINES

ABSTRACT - THIS CURRICULUM GUIDE IS FOR ADMINISTRATORS AND THEIR ADVISORS TO USE IN MEETING LOCAL, STATE, AND REGIONAL NEEDS IN TRAINING ARCHITECTUAL AND BUILDING CONSTRUCTION TECHNICIANS AT THE POST-HIGH SCHOOL LEVEL. IT WAS DEVELOPED BY A TECHNICAL EDUCATION SPECIALIST AT THE NATIONAL LEVEL. THE GUIDE PROVIDES: (1) A SUGGESTED CURRICULUM PLAN, (2) COURSE OUTLINES WITH EXAMPLES OF TEXTS AND REFERENCES, (3) A SEQUENCE OF TECHNICAL EDUCATION PROCEDURES, (4) LABORATORY LAYOUTS WITH EQUIPMENT COSTS, (5) A DISCUSSION OF THE LIBRARY AND ITS USE, FACULTY AND STUDENT SERVICES, AND (6) A SELECTED LIST OF SCIENTIFIC, TRADE, AND TECHNICAL SOCIETIES CONCERNED WITH THE TECHNOLOGY. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. A BIBLIOGRAPHY IS APPENDED. (GR)

VT 010 771
A SUGGESTED INSTRUCTIONAL GUIDE IN COSMETOLOGY.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT
PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ROOM 169, EDUCATION BUILDING, ALBANY, NEW YORK 12224 ($2.00).
PUB DATE - 68 122P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COSMETOLOGISTS; SERVICE OCCUPATIONS; JOB SKILLS; MANAGEMENT; OCCUPATIONAL INFORMATION; UNIT PLAN; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED BY A COMMITTEE OF COSMETOLOGY INSTRUCTORS, THIS TEACHER'S GUIDE OUTLINES A PROGRAM TO PREPARE STUDENTS AS

COSMETOLOGISTS OR BEAUTICIANS, EMPHASIZING THE KNOWLEDGE NEEDED TO PASS A STATE BOARD EXAMINATION AND OBTAIN A LICENSE. THE 120-HOUR COURSE INCLUDES FIRST THE GENERAL CONCEPT AND OBJECTIVES FOLLOWED BY A FOUR-COLUMN OUTLINE INCLUDING SPECIFIC CONCEPTS, SKILLS, RELATED INFORMATION AND SUGGESTED STUDENT PARTICIPATION FOR 12 UNITS OF INSTRUCTION CONCERNING THE TECHNIQUES OF COSMETOLOGY AND FIVE UNITS OF INSTRUCTION CONCERNING SHOP OPERATION AND MANAGEMENT. SUGGESTED NUMBER OF HOURS ARE GIVEN FOR EACH UNIT AS WELL AS PERCENT EMPHASIS THAT EACH UNIT SHOULD RECEIVE FOR THOSE SCHOOLS PLANNING A PROGRAM LONGER THAN 120 HOURS. GENERAL PROGRAM OBJECTIVES ARE DISCUSSED AND JOB DESCRIPTIONS IN COSMETOLOGY ARE OUTLINED FOR 20 OCCUPATIONS REQUIRING A LICENSE AND FIVE OCCUPATIONS NOT REQUIRING A LICENSE. A BIBLIOGRAPHY OF TEXTBOOKS AND REFERENCES, MANUALS, BULLETINS AND PAMPHLETS, MAGAZINES AND PERIODICALS, FILMS, AND CHARTS AND AUDIOVISUAL DEVICES IS INCLUDED. THE TEACHER FOR THIS PROGRAM SHOULD BE A LICENSED COSMETOLOGY INSTRUCTOR. (SB)

VT 010 972 ED 045 799
COMMUNITY COLLEGE GUIDE FOR ASSOCIATE DEGREE PROGRAMS IN AUTO AND TRUCK SERVICE/MANAGEMENT.

AUTOMOBILE MANUFACTURERS-AMERICAN VOCATIONAL ASSOCIATION INDUSTRY PLANNING COUNCIL.
AUTOMOBILE MANUFACTURERS ASSOCIATION, DETROIT, MICH. SERVICE MANAGERS COMMITTEE.
AUTOMOBILE MANUFACTURERS ASSOCIATION INC., 320 NEW CENTER BUILDING, DETROIT, MICHIGAN 48202.
PUB DATE - 69 61P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM GUIDES; CURRICULUM GUIDES; *COMMUNITY COLLEGES; *ASSOCIATE DEGREES; *PROGRAM PLANNING; PROFILE EVALUATION; SCHOOL INDUSTRY RELATIONSHIP; EDUCATIONAL FACILITIES; PUPIL PERSONNEL SERVICES

ABSTRACT - REALIZING THAT THE COMMUNITY COLLEGE SERVES IN A SPECIAL CAPACITY THROUGH THE DEVELOPMENT OF VARIED AND FLEXIBLE CURRICULUMS, THIS PROGRAM GUIDE WAS DEVELOPED BY THE AUTOMOBILE MANUFACTURERS-AMERICAN VOCATIONAL ASSOCIATION INDUSTRY PLANNING COUNCIL. FOR THE BENEFIT OF ADMINISTRATORS AND CURRICULUM SPECIALISTS, IT GIVES A SETTING FOR ASSOCIATE DEGREE PROGRAMS IN AUTOMOTIVE SERVICE/MANAGEMENT AND PROVIDES SPECIFICS ABOUT ITS APPLICATION. TWO-YEAR CURRICULUMS (FOUR SEMESTERS AND AN INSTITUTIONAL OR COOPERATIVE SUMMER PROGRAM) ARE OUTLINED FOR ASSOCIATE DEGREES IN AUTO SERVICE/MANAGEMENT AND IN TRUCK SERVICE/MANAGEMENT. COURSE DESCRIPTIONS INCLUDE CREDIT HOURS AND CLASS AND LABORATORY HOURS. ADDITIONAL INFORMATION COVERS: (1) GUIDANCE AND SELECTION OF CANDIDATES, (2) INSTRUCTOR QUALIFICATIONS, (3) FACILITIES, (4) TOOLS AND EQUIPMENT, AND (5) INDUSTRY COOPERATION. (JS)

VT 010 992
TOOL STEEL FOR THE NON-METALLURGIST.

CRUCIBLE STEEL CO., PITTSBURGH, PA.
PUB DATE - ND 48P.

DESCRIPTORS - *METALLURGY; *INDUSTRIAL TECHNOLOGY; METAL INDUSTRY; *INDUSTRIAL EDUCATION; METALS; *STEEL INDUSTRY; METAL WORKING OCCUPATIONS
IDENTIFIERS - *TOOL STEEL

ABSTRACT - THIS ILLUSTRATED DOCUMENT PRESENTS A PRACTICAL UNDERSTANDING OF TOOL STEELS FOR THE NON-METALLURGIST WHO DOES NOT NORMALLY WORK WITH TOOL STEELS BUT OCCASIONALLY NEEDS SOME KNOWLEDGE OF THEM. MAJOR TOPICS ARE: (1) PROPERTIES OF TOOL STEELS, (2) HEAT TREATMENT OF TOOL STEELS, AND (3) HEAT TREATING TECHNIQUE. A FINAL SECTION CONTAINS INFORMATION AND MATHEMATICAL TABLES NEEDED BY THOSE WORKING WITH TOOL STEEL. (GR)

VT 011 048
TILESETTING WORKBOOK. SECOND EDITION.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. INSTRUCTIONAL MATERIALS LAB.
FISCAL OFFICE, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.50).
PUB DATE - 64 225P.

DESCRIPTORS - *STUDY GUIDES; WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *CERAMICS; *CONSTRUCTION INDUSTRY; *APPRENTICESHIPS
IDENTIFIERS - *TILESETTING

ABSTRACT - DEVELOPED WITH THE AID OF AN ADVISORY COMMITTEE REPRESENTING EMPLOYERS AND EMPLOYEES OF THE TILESETTING INDUSTRY, THIS WORKBOOK CONTAINS SPECIALIZED INFORMATION FOR THE TILESETTING TRADE, AND IS DESIGNED TO BE USED IN A RELATED TRAINING COURSE FOR APPRENTICES WORKING AT THE TILESETTING TRADE. THE MAJOR UNITS ARE: (1) THE APPRENTICE TILESETTER, (2) TILE, MATERIALS, AND TOOLS, (3) BLUEPRINTS AND SPECIFICATIONS, (4) JOB PROCESSES, AND (5) SPECIALIZED JOBS. TOPICS WITHIN EACH UNIT GIVE AN ASSIGNMENT, AN INTRODUCTION, RELATED INFORMATION, AND REVIEW QUIZ. PHOTOGRAPHS, LINE DRAWINGS, GLOSSARY, AND A LIST OF INSTRUCTIONAL MATERIALS ARE INCLUDED. A RELATED DOCUMENT IS AVAILABLE AS VT 004 715 (AIM FALL 1968). (GR)

VT 011 049
BING, CLIFTON
SURVEYING WORKBOOK. PART 3.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
FISCAL OFFICE, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 66 308P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *TECHNICAL EDUCATION; WORKBOOKS; *STUDY GUIDES; COURSE CONTENT; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *SURVEYING WORKBOOK; CALIFORNIA

ABSTRACT - DEVELOPED WITH THE AID OF AN

ADVISORY COMMITTEE OF EMPLOYERS AND EMPLOYEES, THIS WORKBOOK IS FOR STUDENT USE IN A RELATED TRAINING CLASS IN SURVEYING. MAJOR UNITS OF STUDY ARE: (1) TRAVERSE SURVEYS, (2) TRAVERSE ADJUSTMENTS AND AREA PROBLEMS, (3) ELECTRONIC SURVEYS, (4) PHOTOGRAMMETRIC SURVEYS, (5) RESEARCHING FOR SURVEY DATA, (6) THEORY OF STADIA, (7) TOPOGRAPHIC SURVEYS, (8) HYDROGRAPHIC SURVEYS, AND (9) ARCHITECT'S SURVEYS. THE TOPICS WITHIN EACH MAJOR UNIT GIVE INTRODUCTION, RELATED INFORMATION, ASSIGNMENT, SUGGESTED DISCUSSION TOPICS, AND AN OBJECTIVE TYPE REVIEW QUIZ. A LIST OF RECOMMENDED AND REQUIRED TEXTS IS INCLUDED. A RELATED DOCUMENT IS AVAILABLE AS VT 011 050 (ALSO IN THIS ISSUE). (GR)

VT 011 050
GOULD, MITCHELL L.
SURVEYING WORKBOOK. PART 4.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
FISCAL OFFICE, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.00).
PUB DATE - 66 121P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; *INSTRUCTIONAL MATERIALS; WORKBOOKS; *STUDY GUIDES; COURSE CONTENT; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *SURVEYING WORKBOOK; CALIFORNIA STATE DEPARTMENT OF EDUCATION

ABSTRACT - DEVELOPED WITH THE AID OF AN ADVISORY COMMITTEE REPRESENTING EMPLOYERS AND EMPLOYEES, THIS WORKBOOK IS FOR STUDENT USE IN A RELATED TRAINING CLASS IN SURVEYING. MAJOR UNITS OF STUDY ARE: (1) PRACTICAL ASTRONOMY, (2) CONSTRUCTION SURVEYS, (3) PROPERTY SURVEYS, (4) LAWS AFFECTING THE SURVEYOR, (5) U.S. PUBLIC LAND SURVEYS, AND (6) GEODETIC SURVEYS. THE TOPICS WITHIN EACH MAJOR UNIT GIVE ASSIGNMENT, INTRODUCTION, RELATED INFORMATION, AND AN OBJECTIVE-TYPE REVIEW QUIZ. A RELATED DOCUMENT IS AVAILABLE AS VT 011 049 (ALSO IN THIS ISSUE). (GR)

VT 011 059
POWELL, ROBERT E.; HIRSCHMANN, JULIUS
SHEET METAL WORKBOOK. PART ONE.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
FISCAL OFFICE, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.25).
PUB DATE - 66 190P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; WORKBOOKS; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *SHEET METAL WORKERS; SHEET METAL WORK; METAL WORKING OCCUPATIONS; SKILLED OCCUPATIONS
IDENTIFIERS - CALIFORNIA

ABSTRACT - AN ADVISORY COMMITTEE OF EMPLOYERS AND EMPLOYEES IN THE SHEET METAL TRADES AIDED IN DEVELOPING THIS SERIES OF WORKBOOKS FOR APPRENTICES ATTENDING RELATED TRAINING CLASSES IN SHEET METAL. FIRST IN THE SERIES, THIS WORKBOOK INCLUDES THE FOLLOWING MAJOR UNITS: (1) THE APPRENTICE AND HIS TRADE, (2) MATHEMATICS, (3) GEOMETRIC DRAWING, (4) PATTERN DEVELOPMENT, (5) TOOLS AND MACHINES, (6) MATERIALS, AND (7) PLASTICS. THE DIVISIONS WITHIN EACH UNIT GIVE AN ASSIGNMENT, INTRODUCTION, RELATED INFORMATION, APPLICATIONS WHEN APPROPRIATE, AND AN OBJECTIVE TYPE REVIEW QUIZ. PHOTOGRAPHS, LINE DRAWINGS, AN INSTRUCTIONAL MATERIALS LIST, AND A SUPPLEMENTARY REFERENCE LIST ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 060-VT 011 062 (ALSO IN THIS ISSUE). (GR)

VT 011 060
POWELL, ROBERT E.; HIRSCHMANN, JULIUS
SHEET METAL WORKBOOK. PART TWO.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
FISCAL OFFICE, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.25).
PUB DATE - 68 180P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; WORKBOOKS; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *SHEET METAL WORKERS; SHEET METAL WORK; METAL WORKING OCCUPATIONS; SKILLED OCCUPATIONS
IDENTIFIERS - CALIFORNIA

ABSTRACT - THIS WORKBOOK, SECOND IN A SERIES PREPARED WITH THE AID OF AN ADVISORY COMMITTEE OF EMPLOYERS AND EMPLOYEES IN THE SHEET METAL TRADES, WAS DEVELOPED FOR SHEET METAL APPRENTICES ATTENDING RELATED TRAINING CLASSES. MAJOR UNITS ARE: (1) WORKMEN'S LEGAL RIGHTS AND BENEFITS, (2) MATHEMATICS AS APPLIED TO THE TRADE, (3) GEOMETRIC DRAWING, (4) PRINCIPLES OF PARALLEL LINE DEVELOPMENT, (5) PRINCIPLES OF RADIAL LINE DEVELOPMENT, (6) PRINCIPLES OF TRIANGULATION, (7) PRINCIPLES, MAINTENANCE, AND USE OF TOOLS AND MACHINES, (8) MATERIALS OF THE TRADE, AND (9) RIGGING. THE UNITS INCLUDE SUBTOPICS, EACH CONTAINING A STUDY ASSIGNMENT AND A STUDY GUIDE. PHOTOGRAPHS, LINE DRAWINGS, AN INSTRUCTIONAL MATERIALS LIST, AND A SUPPLEMENTARY MATERIALS REFERENCE LIST ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 059, VT 011 061, AND VT 011 062 (ALSO IN THIS ISSUE). (GR)

VT 011 061
MEYER, LEO
COURSE IN SHEET METAL; A WORKBOOK FOR APPRENTICES IN THE SHEET METAL TRADE. PART 3. REVISED EDITION.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. INSTRUCTIONAL MATERIALS LAB.
FISCAL OFFICE, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 62 110P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL

MATERIALS; WORKBOOKS; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *SHEET METAL WORKERS; SHEET METAL WORK; METAL WORKING OCCUPATIONS; SKILLED OCCUPATIONS
IDENTIFIERS - CALIFORNIA

ABSTRACT - AN ADVISORY COMMITTEE OF EMPLOYERS AND EMPLOYEES IN THE SHEET METAL TRADES AIDED IN DEVELOPING THIS SERIES OF WORKBOOKS TO MEET THE NEEDS OF THE APPRENTICE FOR AN ORGANIZED COURSE OF STUDY IN THE TECHNICAL PHASES OF THE SHEET METAL TRADE. THIRD IN THE SERIES, THIS WORKBOOK INCLUDES THE FOLLOWING MAJOR UNITS: (1) MATHEMATICS, (2) PATTERN DEVELOPMENT, (3) TOOLS AND EQUIPMENT, (4) MATERIALS, (5) WELDING, (6) RIGGING, (7) SHOP KINKS, AND (8) THE CONSTRUCTION INDUSTRY AND ATOMIC ENERGY. THE DIVISIONS WITHIN EACH UNIT GIVE REFERENCE, INTRODUCTION, ASSIGNMENT, AND AN OBJECTUVE TYPE REVIEW QUIZ. PHOTOGRAPHS, LINE DRAWINGS AND AN INSTRUCTIONAL MATERIALS REFERENCE LIST ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 059-VT 011 060, AND VT 011 062 (ALSO IN THIS ISSUE). (GR)

VT 011 062
COURSE IN SHEET METAL; A WORKBOOK FOR APPRENTICES. PART 4. REVISED EDITION.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
FISCAL OFFICE, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 64 103P.

DESCRIPTORS - *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; WORKBOOKS; *STUDY GUIDES; *SHEET METAL WORKERS; UNITS OF STUDY (SUBJECT FIELDS); SHEET METAL WORK; METAL WORKING OCCUPATIIONS; SKILLED OCCUPATIONS
IDENTIFIERS - CALIFORNIA

ABSTRACT - THIS WORKBOOK, THE LAST OF A SERIES PREPARED BY STATE STAFF WITH THE AID OF AN INDUSTRIAL ADVISORY COMMITTEE, IS DESIGNED TO MEET THE NEEDS OF THE APPRENTICE IN LEARNING THE TECHNICAL PHASES OF THE SHEET METAL TRADE. MAJOR UNITS ARE: (1) BLUEPRINT READING, (2) PATTERN DEVELOPMENT, (3) SHORT METHODS OF PATTERN DEVELOPMENT, (4) MATERIALS, (5) HEATING AND VENTILATING, AND (6) BUILDING CODES AND LAWS. DIVISIONS WITHIN EACH UNIT GIVE ASSIGNMENT, INTRODUCTION, RELATED INFORMATION, AND AN OBJECTIVE TYPE REVIEW QUIZ. PHOTOGRAPHS, INSTRUCTIONAL MATERIALS, AND A LIST OF SUPPLEMENTARY REFERENCES ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 059-VT 011 061 (ALSO IN THIS ISSUE). (GR)

VT 011 118
LITHOGRAPHER 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. TRAINING PUBLICATIONS DIV.
NAVPERS-10452-B
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (D208.11:L71/969, $5.25).
PUB DATE - 69 618P.

DESCRIPTORS - *PRINTING; *TRADE AND INDUSTRIAL EDUCATION; *GOVERNMENT PUBLICATIONS; *LABORATORY MANUALS; *SUPPLEMENTARY TEXTBOOKS; GRAPHIC ARTS; PAPER (MATERIAL); PHOTOCOMPOSITION
IDENTIFIERS - *LITHOGRAPHY

ABSTRACT - THIS TEXTBOOK WAS PREPARED BY THE TRAINING PUBLICATION DIVISION AS AN INTENDED GUIDE FOR LITHOGRAPHERS. THE 20 CHAPTERS DESCRIBE ALL THE SIGNIFICANT PROCESSES NOW IN USE AND GIVE GENERAL INSTRUCTIONS ON HOW TO OPERATE THE VARIOUS TYPES OF EQUIPMENT LIKELY TO BE ENCOUNTERED IN A NAVY PRINT SHOP. SUGGESTED REFERENCE READING, FORMULARY, MAINTENANCE PROCEDURES FOR LITHOGRAPHIC EQUIPMENT, FORMULAS FOR DETERMINING EXPOSURES, AND A GLOSSARY ARE APPENDED. PHOTOGRAPHS, LINE DRAWINGS AND REFERENCE CHARTS ARE INCLUDED. (GR)

VT 011 141
PHOTOGRAPHER'S MATE 1 AND C. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
NAVPERS-10375-B
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (D208.11:P56/969, $4.25).
PUB DATE - 69 479P.

DESCRIPTORS - *PHOTOGRAPHY; *INSTRUCTIONAL MATERIALS; *LABORATORY MANUALS; *MILITARY PERSONNEL; FILM STUDY; PHOTOCOMPOSITION; *PROMOTION (OCCUPATIONAL); FACULTY PROMOTION; TEXTBOOKS; IMPROVEMENT
IDENTIFIERS - *RATE TRAINING MANUAL

ABSTRACT - DESIGNED AS A TEXT FOR NAVY PERSONNEL TO STUDY IN PREPARING FOR ADVANCEMENT EXAMINATIONS AS A PHOTOGRAPHER'S MATE, THE MANUAL PROVIDES THE TECHNICAL INFORMATION NEEDED TO MEET PROFESSIONAL REQUIREMENTS AND QUALIFICATIONS AS SPECIFIED IN THE LATEST REVISION OF THE "MANUAL OF QUALIFICATIONS FOR ADVANCEMENT." THE FIRST CHAPTER DISCUSSES MATE ADVANCEMENT, WITH THE FIFTEEN SUCCEEDING CHAPTERS DEVOTED TO INSTRUCTIONAL MATERIAL ON PROCESSING PROCEDURES, EQUIPMENT USE AND MAINTENANCE, AND ORGANIZATION AND ADMINISTRATION OF A PHOTOGRAPHY LABORATORY. (GR)

VT 011 163
WHEEL ALIGNMENT AND BALANCE. PROGRAMMED INSTRUCTION BOOK. COURSE 3402 VOLUME 70 S5-L2.

FORD MOTOR CO., DEARBORN, MICH. NATIONAL SERVICE OFFICE.
FORD SERVICE PUBLICATIONS, POST OFFICE BOX 7750, DETROIT, MICHIGAN 48207 ($3.65).
PUB DATE - 70 134P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *AUTO MECHANICS (OCCUPATION); ANSWER KEYS; COURSE OBJECTIVES; *COURSE CONTENT
IDENTIFIERS - *WHEEL ALIGNMENT AND BALANCE;

FORD MOTOR COMPANY

ABSTRACT - DEVELOPED BY THE FORD MOTOR COMPANY, THIS FOUR-PART PROGRAMED INSTRUCTION BOOK CONTAINS 29 LESSONS ON WHEEL ALIGNMENT AND BALANCE. FOLLOWING A SAMPLE LESSON TO GIVE THE STUDENT PRACTICE IN USING A PROGRAMED FORMAT ARE LESSONS ARRANGED IN THESE MAJOR DIVISIONS: (1) PRE-DELIVERY, (2) CUSTOMER COMPLAINT ITEMS (ALIGNMENT), (3) CUSTOMER COMPLAINT ITEMS (BALANCE), AND (4) SUMMARY. THE INFORMATION GIVEN IN EACH LESSON IS DESIGNED TO INCREASE THE STUDENT'S ABILITY TO ABSORB AND LEARN THE INFORMATION IN THE FOLLOWING LESSON. A GLOSSARY OF TECHNICAL TERMS AND AN ANSWER SHEET ARE GIVEN. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. (HC)

VT 011 164
AUTOMATIC TRANSMISSION DIAGNOSIS. PROGRAMMED INSTRUCTION BOOK. VWLUME 70 S6-L2. COURSE 7530.

FORD MOTOR CO., DEARBORN, MICH. NATIONAL SERVICE OFFICE.
FORD SERVICE PUBLICATIONS, POST OFFICE BOX 7750, DETROIT, MICHIGAN 48207 ($3.65).
PUB DATE - 70 164P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *AUTO MECHANICS; MOTOR VEHICLES; ANSWER KEYS; COURSE OBJECTIVES; COURSE CONTENT
IDENTIFIERS - *AUTOMATIC TRANSMISSION DIAGNOSIS; FORD MOTOR COMPANY

ABSTRACT - DEVELOPED BY THE FORD MOTOR COMPANY, THIS 10-PART PROGRAMED INSTRUCTION BOOK CONTAINS 37 LESSONS PRESENTED IN THE SEQUENCE OF THE NORMAL AUTOMATIC TRANSMISSION DIAGNOSIS PROCEDURE. FOLLOWING A SAMPLE LESSON TO GIVE THE STUDENT PRACTICE IN USING A PROGRAMED FORMAT ARE LESSONS ARRANGED IN THESE MAJOR SECTIONS: (1) DIAGNOSIS GUIDE, (2) FLUID CHECKS, (3) LINKAGE CHECKS AND ENGINE IDLE, (4) SHIFT SPEEDS, (5) PRESSURE TESTING, (6) GOVERNOR CHECKS, (7) FLUID COOLER FLOW CHECK, (8) STALL TESTING, (9) DIAGNOSIS CHARTS, AND (10) FLUID LEAKAGE IN CONVERTER AREA. THE PROGRAM OBJECTIVES AND ANSWER SHEET ARE GIVEN. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. (GR)

VT 011 165
CHARGING SYSTEM DIAGNOSIS. PROGRAMMED INSTRUCTION BOOK. VOLUME 70 S4-L2. COURSE 10003.

FORD MOTOR CO., DEARBORN, MICH. NATIONAL SERVICE OFFICE.
FORD SERVICE PUBLICATION, POST OFFICE BOX 7750, DETROIT, MICHIGAN 48207 ($3.65).
PUB DATE - ND 97P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; PROGRAMED MATERIALS; *PROGRAMED INSTRUCTION; *AUTO MECHANICS; MOTOR VEHICLES; ANSWER KEYS; COURSE OBJECTIVES; COURSE CONTENT
IDENTIFIERS - *CHARGING SYSTEM DIAGNOSIS; FORD MOTOR COMPANY

ABSTRACT - DEVELOPED BY THE FORD MOTOR COMPANY, THIS FIVE-PART PROGRAMED INSTRUCTION BOOK CONTAINS 19 LESSONS ON CHARGING SYSTEM DIAGNOSIS. FOLLOWING A SAMPLE LESSON PLAN TO GIVE THE STUDENT PRACTICE IN USING A PROGRAMED FORMAT ARE LESSONS ARRANGED IN THESE MAJOR DIVISIONS: (1) THE CHARGING SYSTEM, (2) CHARGING SYSTEM OPERATION, (3) PRELIMINARY DIAGNOSIS AND BATTERY TESTS, (4) ALTERNATOR, REGULATOR, AND CIRCUIT TESTS, AND (5) DIAGNOSTIC CHARTS. THE COURSE OBJECTIVES, A DIAGNOSIS QUIZ, GLOSSARY, SUPPLEMENTARY INFORMATION AND AN ANSWER SHEET ARE GIVEN. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. (GR)

VT 011 204
INSTRUCTIONAL MATERIALS FOR TRADE, INDUSTRIAL AND TECHNICAL OCCUPATIONS, 1970.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 (NO CHARGE).
PUB DATE - 70 74P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; TECHNICAL OCCUPATIONS; REFERENCE MATERIALS

ABSTRACT - THE MATERIALS DESCRIBED IN THIS BOOKLET WERE EDITED AND DISTRIBUTED BY THE INSTRUCTIONAL MATERIALS LABORATORY. THEY CONSIST MAINLY OF LESSON PLANS OR INFORMATIVE MATERIALS FOR THE INSTRUCTOR AND ASSIGNMENT SHEETS FOR THE LEARNER IN THE FOLLOWING AREAS: (1) INDUSTRIAL OCCUPATIONS, (2) SERVICE OCCUPATIONS, (3) HEALTH OCCUPATIONS, (4) RESEARCH AND PROGRAM EVALUATION, (5) SUPERVISORY TRAINING, (6) TEACHER IMPROVEMENT, (7) DIVERSIFIED COOPERATIVE TRAINING, (8) HOME ECONOMICS PUBLICATIONS, (9) BUSINESS AND OFFICE EDUCATION PUBLICATIONS, AND (10) MISCELLANEOUS. ALSO INCLUDED ARE DESCRIPTIONS OF TWO COMPLETE TEXT BOOKS. ORDERING INFORMATION, PRICE LIST, AND ORDER FORMS ARE GIVEN. (GR)

VT 011 207
AUTO MECHANICS, A SUGGESTED COURSE OUTLINE.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($1.00).
PUB DATE - 70 83P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *AUTO MECHANICS; *PROGRAM DEVELOPMENT; *INSTRUCTIONAL AIDS; COURSE CONTENT; FILMS; BIBLIOGRAPHIC CITATIONS; COURSE DESCRIPTIONS; INSTRUCTIONAL IMPROVEMENT

ABSTRACT - INTENDED TO ASSIST VOCATIONAL TEACHERS AND SUPERVISORS IN ORGANIZING AND

IMPROVING INSTRUCTION OF THE VOCATIONAL AUTOMOTIVE MECHANICS PROGRAM FOR GRADES 11 AND 12, THIS COURSE OUTLINE WAS DEVELOPED THROUGH THE EFFORTS OF VOCATIONAL TRADE AND INDUSTRIAL EDUCATION PERSONNEL AND THE OHIO STATE DEPARTMENT OF EDUCATION. UNIT OUTLINES, INCLUDING MANIPULATIVE TASKS, RELATED TECHNOLOGY, AND REFERENCES, COVER: (1) ORIENTATION, (2) APPLIED MATH, (3) APPLIED SCIENCE, (4) BASIC OPERATIONS, (5) GENERAL SERVICE, (6) ENGINE, (7) COOLING SYSTEMS, (8) ELECTRICAL SYSTEMS, (9) FUEL AND EXHAUST SYSTEM, (10) EMISSION SYSTEM, (11) POWER TRAIN, (12) SUSPENSION SYSTEM, (13) STEERING SYSTEM, (14) BRAKES, (15) VENTILATION SYSTEM, AND (16) ACCESSORIES. TEACHING AIDS AND SOURCES FOR EACH UNIT ARE APPENDED AS WELL AS AN EQUIPMENT LIST, HAND TOOLS, AND A BIBLIOGRAPHY OF AUTO MECHANICS. (GR)

VT 011 210
PRINTING. INSTRUCTOR'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($3.25).
PUB DATE - 69 192P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *PRINTING; *GRAPHIC ARTS; *CURRICULUM GUIDES; COURSE CONTENT

ABSTRACT - THIS STUDY GUIDE WAS DEVELOPED AS A RESULT OF EXPRESSED INTEREST BY NATIONAL LEADERS OF THE PRINTING INDUSTRY AND PERSONNEL FROM GRAPHIC ARTS EDUCATION, AND IS DESIGNED FOR INSTRUCTOR USE IN TEACHING THE VARIOUS FACETS OF THE PRINTING INDUSTRY. THE PURPOSE OF THE GUIDE IS TO ENABLE THE STUDENT TO ACQUIRE SUFFICIENT KNOWLEDGE AND SKILLS TO BECOME A VALUABLE EMPLOYEE. STUDY TOPICS INCLUDE: (1) BASIC ORIENTATION IN HISTORY, PROCESSES, AND SCOPE, (2) PRINTING PLANNING, (3) COMPOSITION, (4) COPY CAMERA WORK, (5) PLATEMAKING, (6) PRESSWORK, (7) BINDERY WORK, (8) PAPER TECHNOLOGY, AND (9) INK TECHNOLOGY. ANSWERS TO SUBTOPIC QUESTIONS ARE PRINTED IN RED INK. A STUDENT MANUAL IS AVAILABLE AS VT 011 211, ALSO IN THIS ISSUE. (GR)

VT 011 211
PRINTING. LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.75).
PUB DATE - 69 192P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *PRINTING; *GRAPHIC ARTS; COURSE CONTENT; *CURRICULUM GUIDES

ABSTRACT - THIS STUDY GUIDE, DEVELOPED TO ACCOMPANY THE INSTRUCTOR'S MANUAL BY THE SAME TITLE, IS DESIGNED TO PROVIDE PRACTICE FOR THE STUDENT LEARNER IN THE VARIOUS FACETS OF THE PRINTING INDUSTRY. IT IS ALSO DESIGNED TO ENABLE THE STUDENT TO ACQUIRE SUFFICIENT KNOWLEDGE AND SKILLS TO BECOME A VALUABLE EMPLOYEE. STUDY TOPICS INCLUDE: (1) BASIC ORIENTATION IN HISTORY, PROCESSES AND SCOPE, (2) PRINTING PLANNING, (3) COMPOSITION, (4) COPY CAMERA WORK, (5) PLATEMAKING, (6) PRESSWORK, (7) BINDERY WORK, (8) PAPER TECHNOLOGY, AND (9) INK TECHNOLOGY. EACH SUBTOPIC CONTAINS PURPOSE OF ASSIGNMENT, REFERENCES, RELATED INFORMATION, AND QUESTIONS. SPACE IS PROVIDED TO RESPOND TO EACH QUESTION WITHIN THE MANUAL, AND PAGES ARE PERFORATED AND PUNCHED FOR EASY REMOVAL AND STORAGE IN A THREE-RING BINDER. AN INSTRUCTOR'S MANUAL IS AVAILABLE AS VT 011 210, ALSO IN THIS ISSUE. (GR)

VT 011 212
OCCUPATIONAL TRAINING PLANS FOR USE IN COOPERATIVE PROGRAMS.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
INSTRUCTIONAL MATERIALS LABORATORY, TRADE AND INDUSTRIAL EDUCATION SERVICES, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($4.40).
PUB DATE - 66 429P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *COOPERATIVE EDUCATION; COORDINATORS; *SKILLED OCCUPATIONS; *TECHNICAL OCCUPATIONS; BUILDING TRADES; METAL WORKING OCCUPATIONS

ABSTRACT - THESE OCCUPATIONAL TRAINING PLANS ARE INTENDED TO AID PROGRAM COORDINATORS IN ORGANIZING COOPERATIVE TRADE AND INDUSTRIAL TRAINING PROGRAMS. TRAINING PLAN OUTLINES, COMBINED WITH PROGRESS RECORD FORMS, ARE PRESENTED FOR 45 OCCUPATIONS, INCLUDING: (1) AIRCRAFT, AUTO, BOWLING PINSPOTTER, AND INDUSTRIAL SEWING MACHINE MECHANICS, (2) THE BUILDING TRADES OCCUPATIONS OF PLUMBERS, CABINETMAKERS, BRICKLAYERS, CARPENTERS, ELECTRICIANS, AND PAINTERS AND DECORATORS, (3) COMMERCIAL COOKS AND BAKERS, (4) MACHINISTS AND WELDERS, (5) CUSTODIANS AND MAINTENANCE MEN, (6) MEDICAL, DENTAL, AND DIETITIAN'S ASSISTANTS, (7) DRAFTSMEN, (8) APPLIANCE SERVICEMEN, (9) PRINTERS AND LITHOGRAPHERS, AND (10) FURNITURE UPHOLSTERERS AND REPAIRMEN. EACH OUTLINE PROVIDES RELATED INFORMATION, REFERENCES, AND KNOWLEDGE AND SKILLS TO BE LEARNED. THE PLANS ARE DESIGNED FOR USE WITH STUDY GUIDES WHICH MAY BE PURCHASED FROM SOURCES GIVEN WITH THE REFERENCES AT THE END OF EACH OUTLINE. (AW)

VT 011 216 ED 040 291
HAINES, PETER G., AND OTHERS
APPLYING THE COOPERATIVE PLAN OF INSTRUCTION TO MANPOWER PROGRAMS. A HANDBOOK FOR SUPERVISORS AND COORDINATORS.

MICHIGAN STATE UNIV., EAST LANSING. DEPT. OF SECONDARY EDUCATION AND CURRICULUM
MICHIGAN STATE DEPT. OF EDUCATION, LANSING. DIV. OF VOCATIONAL EDUCATION
STATE DIRECTOR OF VOCATIONAL EDUCATION, MICHIGAN DEPARTMENT OF EDUCATION, LANSING, MICHIGAN 48910.

PUB DATE - 70 176P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *PROGRAM ADMINISTRATION; *PROGRAM COORDINATION; VOCATIONAL EDUCATION; *MANPOWER DEVELOPMENT; EDUCATIONAL PROGRAMS; ON THE JOB TRAINING; *ADMINISTRATOR GUIDES; INSTRUCTOR COORDINATORS

ABSTRACT - DEVELOPED BY A RESEARCH AND DEVELOPMENT PROGRAM DIRECTOR, RESEARCH ASSOCIATE, AND CURRICULUM CONSULTANT AND REVIEWED BY MANPOWER DEVELOPMENT AND TRAINING (MDT) PERSONNEL, THIS HANDBOOK IS FOR SUPERVISORS AND COORDINATORS OF MDT PROGRAMS. THE FIRST PART CONTAINS BASIC INFORMATION ON UNDERSTANDING THE COOPERATIVE PLAN OF INSTRUCTION, WHICH INCLUDES A DISCUSSION OF GOALS, PROGRAMS, AND TRAINEES, AS WELL AS BACKGROUND OF THE USE AND OVERVIEW OF THE COOPERATIVE PLAN AS IT RELATES TO MANPOWER TRAINING. THE SECOND PART EMPHASIZES THE ORGANIZATION AND ADMINISTRATION OF AN MDT-COOPERATIVE PROGRAM, THE DEVELOPMENT OF THE COOPERATIVE TRAINING STATION, AND THE CORRELATION AND COORDINATION OF RELATED INSTRUCTION WITH ON-THE-JOB EXPERIENCES. A TOPIC LOCATOR AND GLOSSARY ARE INCLUDED AS WELL AS MANY CHARTS AND SAMPLE FORMS. (AUTHOR/SB)

VT 011 226
PLASTERING.

NATIONAL PLASTERING INDUSTRY'S JOINT APPRENTICESHIP TRUST FUND, WASHINGTON, D.C. NATIONAL HEADQUARTERS.
NATIONAL PLASTERING INDUSTRY'S JOINT APPRENTICESHIP TRUST FUND, NATIONAL HEADQUARTERS, 1000 VERMONT AVENUE, N.W., WASHINGTON, D.C. 20005.
PUB DATE - ND 23P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *PROGRAM DESCRIPTIONS; *LOCAL UNIONS; *VOCATIONAL COUNSELING; BUILDING TRADES; OCCUPATIONAL GUIDANCE; OCCUPATIONAL INFORMATION; CEMENT INDUSTRY; SKILLED OCCUPATIONS; CAREER OPPORTUNITIES
IDENTIFIERS - *PLASTERING OCCUPATIONS

ABSTRACT - THIS BROCHURE CONSISTS OF ILLUSTRATIONS OF BASIC SKILLS TO AID IN OCCUPATIONAL COUNSELING OF STUDENTS INTERESTED IN THE PLASTERING INDUSTRY AS A CAREER. DESCRIBED ARE SOME EXPERIENCES TO BE EXPECTED IN BECOMING A JOURNEYMAN PLASTERER, FROM BASIC SKILLS TO INTRICATE LAYOUTS OF CEILINGS AND WALLS. ALSO, A LISTING AND PICTURE OF TOOLS USED IN THE TRADE ARE INCLUDED. APPENDED ARE THE NUMBERS AND ADDRESSES OF LOCAL PLASTERING UNIONS IN EACH STATE WHERE MORE INFORMATION MAY BE OBTAINED. (GB)

VT 011 236
WOMEN'S WEAR, ADVANCED PATTERNMAKING. SUGGESTED CONTENT OUTLINE AND TEACHING GUIDE.

NEW YORK CITY BOARD OF EDUCATION, BROOKLYN, N.Y. EVENING TRADE SCHOOLS
NEW YORK STATE EDUCATION DEPT., ALBANY. DIV. OF INDUSTRIAL AND OCCUPATIONAL EXTENSION EDUCATION
PUB DATE - 70 104P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; CLOTHING DESIGN; *PATTERNMAKING; ILLUSTRATIONS; SKILLED LABOR

ABSTRACT - THIS COMPANION TO VT 011 237 (ALSO IN THIS ISSUE) WAS DEVELOPED BY A TRADE SCHOOL TEACHER FOR USE IN TEACHING AN ADVANCED PATTERNMAKING COURSE CONSISTING OF 50 2-HOUR SESSIONS TO JOURNEYMEN AND APPRENTICES EMPLOYED IN THE APPAREL INDUSTRY. COURSE OBJECTIVES, SAMPLE LESSON PLAN, REFERENCES, CONTENT OUTLINES AND TEACHING METHOD ARE SUGGESTED FOR EACH SESSION. EIGHT ILLUSTRATIONS ARE INCLUDED IN THE GUIDE. (SB)

VT 011 237
WOMEN'S WEAR, ELEMENTARY PATTERNMAKING. SUGGESTED CONTENT OUTLINE AND TEACHING GUIDE.

NEW YORK CITY BOARD OF EDUCATION, BROOKLYN, N.Y. EVENING TRADE SCHOOLS
NEW YORK STATE EDUCATION DEPT., ALBANY. DIV. OF INDUSTRIAL AND OCCUPATIONAL EXTENSION EDUCATION
PUB DATE - 70 142P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; CLOTHING DESIGN; *PATTERNMAKING; ILLUSTRATIONS; SKILLED LABOR

ABSTRACT - PREPARED BY A TRADE SCHOOL TEACHER, THIS GUIDE IS FOR USE IN TEACHING AN ELEMENTARY PATTERNMAKING COURSE CONSISTING OF 50 2-HOUR SESSIONS TO APPRENTICES AND JOURNEYMEN EMPLOYED IN THE APPAREL INDUSTRY. COURSE OBJECTIVES, SAMPLE LESSON PLAN, REFERENCES, CONTENT OUTLINES, AND TEACHING SUGGESTIONS ARE GIVEN FOR EACH SESSION. THE GUIDE ALSO INCLUDES 25 ILLUSTRATIONS. THE ADVANCED PATTERNMAKING GUIDE IS AVAILABLE AS VT 011 236 (ALSO IN THIS ISSUE). (SB)

VT 011 238
METALS, CURRICULUM GUIDE.

OREGON STATE DEPT. OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.
OREGON BOARD OF EDUCATION, COMMUNITY COLLEGES AND CAREER EDUCATION, 942 LANCASTER DRIVE, N.E., SALEM, OREGON 97310 ($2.50).
PUB DATE - SEP69 192P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *METALS; METAL WORKING OCCUPATIONS; WELDING; MACHINE TOOL OPERATORS; METAL INDUSTRY; SHEET METAL WORKERS; COURSE CONTENT; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *OCCUPATIONAL CLUSTERS; *HIGH SCHOOL CURRICULUM; *TRADE AND INDUSTRIAL EDUCATION

ABSTRACT - DEVELOPED BY INDUSTRIAL REPRESENTATIVES AND EDUCATORS, THIS STATE CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING COURSES FOR SECONDARY SCHOOL STUDENTS IN A METALS CAREER CLUSTER PROGRAM. A TOTAL OF 1,023 SEPARATE OCCUPATIONS, AS LISTED IN THE "DICTIONARY OF OCCUPATIONAL TITLES," WERE ANALYZED TO DETERMINE THE REPRESENTATIVE KNOWING AND DOING SKILLS. FROM THESE, THE FOLLOWING KEY OCCUPATIONS WERE

CHOSEN AS REPRESENTATIVE OF THE TOTAL: (1) WELDER, ARC, (2) GAS-SHIELDED, ARC, (3) MACHINIST, (4) FOUNDRY WORKER, GENERAL, (5) SHEET METAL WORKER, AND (6) WELDER COMBINATION. THE GUIDE OUTLINES THE BASIC SKILLS AND KNOWLEDGE NECESSARY FOR ENTRY-LEVEL COMPETENCIES IN THESE KEY OCCUPATIONS IN THE BROAD FIELD OF METALS, OR FOR ENTRANCE INTO AN APPRENTICESHIP, POST-HIGH SCHOOL, OR UNIVERSITY PROGRAM. OCCUPATIONAL AND INSTRUCTIONAL DATA IS FOLLOWED BY A CLUSTER CURRICULUM OUTLINED FOR GRADES 7-12. THE MAJOR PORTION OF THE DOCUMENT IS DEVOTED TO OCCUPATIONAL SPECIALTY COURSE OUTLINES FOR HOT METALS, MACHINE PROCESSES, METAL FABRICATION, AND COMMUNICATION; AND INCLUDES INFORMATION ON REQUIRED KNOWLEDGE AND SKILLS, STUDENT ACTIVITIES DEMONSTRATING REQUIRED KNOWLEDGE, AND SUGGESTED LEARNING ACTIVITIES. SUPPLEMENTARY COURSE MATERIALS ARE APPENDED. (GR)

VT 011 239
ELECTRICITY-ELECTRONICS, CURRICULUM GUIDE.

OREGON STATE DEPT. OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION
OREGON BOARD OF EDUCATION, COMMUNITY COLLEGES AND CAREER EDUCATION, 942 LANCASTER DRIVE, N.E., SALEM, OREGON 97310 ($2.50).
PUB DATE - SEP69 152P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; SECONDARY GRADES; SECONDARY SCHOOL STUDENTS; COURSE DESCRIPTIONS; CURRICULUM DEVELOPMENT; COURSE CONTENT

ABSTRACT - TO HELP HIGH SCHOOLS DEVELOP PROGRAMS OF INSTRUCTION AND OCCUPATIONAL EXPERIENCES FOR STUDENTS INTERESTED IN ELECTRICITY OR ELECTRONICS, THIS CURRICULUM GUIDE OUTLINES THE BASIC SKILLS AND KNOWLEDGE NECESSARY FOR ENTERING A JOB, OR AN APPRENTICESHIP, POST-HIGH SCHOOL, OR UNIVERSITY PROGRAM. DEVELOPED BY INDUSTRIAL REPRESENTATIVES AND EDUCATIONAL PERSONNEL UNDER THE DIRECTION OF THE OREGON BOARD OF EDUCATION STAFF, THE COURSE IS DESIGNED TO ENCOMPASS A BROAD SPECTRUM OF OCCUPATIONS SO THAT STUDENTS WILL HAVE SEVERAL OPTIONS FOR EMPLOYMENT WHEN THEY LEAVE HIGH SCHOOL. CONTENTS ARE: (1) OCCUPATIONAL AND INSTRUCTIONAL DATA, (2) CLUSTER CURRICULUM, (3) COURSE DESCRIPTIONS, AND (4) OCCUPATIONAL SPECIALTY COURSES. APPENDED ARE NUMEROUS SAFETY GUIDES AND LISTS OF SUGGESTED EQUIPMENT AND FACILITIES. (GB)

VT 011 242
OPERATING ENGINEERS; FIRST COURSE IN APPRENTICESHIP: APPRENTICESHIP STANDARDS, SAFETY AND FIRST AID, HEAVY EQUIPMENT, ELEMENTARY GRADE SETTING. PART I, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 65 148P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *OPERATING ENGINEERING; *WORKBOOKS; EQUIPMENT UTILIZATION; INSTRUCTIONAL MATERIALS; *APPRENTICESHIPS; LABOR STANDARDS; SAFETY EDUCATION
IDENTIFIERS - HEAVY EQUIPMENT OPERATORS

ABSTRACT - THE CALIFORNIA STATE DEPARTMENT OF EDUCATION PREPARED THIS TWO-PART WORKBOOK IN COOPERATION WITH THE OPERATING ENGINEERS STATE EDUCATIONAL ADVISORY COMMITTEE SO THAT OPERATING ENGINEER APPRENTICES MIGHT HAVE INSTRUCTIONAL MATERIALS TO SUPPLEMENT THEIR TRAINING PROGRAMS. PART ONE INCLUDES MAJOR STUDY UNITS ON: (1) BACKGROUND OF APPRENTICESHIP, (2) SAFETY AND FIRST AID, (3) ORIENTATION TO HEAVY EQUIPMENT, AND (4) PLAN READING AND GRADE SETTING. THE UNITS ARE DIVIDED INTO TOPICS, EACH CONTAINING AN INTRODUCTION, RELATED INFORMATION, WORK ASSIGNMENTS, AND 25 TRUE-FALSE CHECKUP QUESTIONS. A RELATED DOCUMENT IS AVAILABLE AS VT 011 243, ALSO IN THIS ISSUE. (GR)

VT 011 243
OPERATING ENGINEERS; FIRST COURSE IN APPRENTICESHIP: CONSTRUCTION MATERIALS, PLANTS, MATERIALS APPLICATION. PART 2, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 66 124P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *WORKBOOKS; *OPERATING ENGINEERING; INSTRUCTIONAL MATERIALS; *APPRENTICESHIPS; EQUIPMENT UTILIZATION; BUILDING MATERIALS; INDUSTRIAL STRUCTURE

ABSTRACT - THE CALIFORNIA STATE DEPARTMENT OF EDUCATION PREPARED THIS TWO-PART WORKBOOK IN COOPERATION WITH THE OPERATING ENGINEERS STATE EDUCATIONAL ADVISORY COMMITTEE SO THAT OPERATING ENGINEER APPRENTICES MIGHT HAVE INSTRUCTIONAL MATERIALS TO SUPPLEMENT THEIR TRAINING PROGRAMS. PART TWO INCLUDES MAJOR STUDY UNITS ON: (1) CONSTRUCTION MATERIALS, (2) PLANT OPERATION AND MAINTENANCE, AND (3) MATERIALS APPLICATION. THE UNITS ARE DIVIDED INTO TOPICS, EACH CONTAINING AN INTRODUCTION, RELATED INFORMATION, WORK ASSIGNMENT, AND 25 TRUE-FALSE CHECKUP QUESTIONS. A RELATED DOCUMENT IS AVAILABLE AS VT 011 242, ALSO IN THIS ISSUE. (GR)

VT 011 250
ELQUIST, HUGH, AND OTHERS
COURSE FOR CEMENT MASONS, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 68 236P.

DESCRIPTORS - *BUILDING TRADES; TRADE AND INDUSTRIAL EDUCATION; *INSTRUCTIONAL MATERIALS; *WORKBOOKS; APPRENTICESHIPS; CONSTRUCTION INDUSTRY; BUILDING MATERIALS

IDENTIFIERS - *CEMENT MASONS

ABSTRACT - PREPARED UNDER THE DIRECTION OF THE CALIFORNIA STATE DEPARTMENT OF EDUCATION AND THE BUREAU OF INDUSTRIAL EDUCATION, THIS WORKBOOK IS DESIGNED FOR APPRENTICES TO SUPPLEMENT THEIR WORK AT THE TRADE OF CEMENT MASONRY. STUDY TOPICS INCLUDE: (1) THE APPRENTICE CEMENT AND HIS TRADE, (2) MATHEMATICS FOR THE CEMENT MASON, (3) PLAN READING AND ESTIMATING, (4) THE CEMENT MASON'S TOOLS, (5) THE CEMENT MASON'S MATERIALS, (6) CONCRETE CONSTRUCTION PRACTICES, (7) RESIDENTIAL AND PUBLIC WORKS CONCRETE, AND (8) PATCHING, CLEANING, AND FINISHING FORMED CONCRETES. EACH TOPIC CONTAINS WRITTEN INFORMATION, STUDY ASSIGNMENT, AND STUDY QUESTIONS. A LIST OF INSTRUCTIONAL MATERIALS IS GIVEN. (GR)

VT 011 251
DRYWALL CONSTRUCTION, WORKBOOK. PART 1.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION,
FISCAL OFFICE--ORDER SECTION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 69 294P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; APPRENTICESHIPS; *WORKBOOKS; *INSTRUCTIONAL MATERIALS; *BUILDING MATERIALS; CONSTRUCTION (PROCESS)
IDENTIFIERS - *DRYWALL CONSTRUCTION

ABSTRACT - DRYWALL CONSTRUCTION PART 1, PREPARED UNDER THE DIRECTION OF THE CALIFORNIA STATE EDUCATION ADVISORY COMMITTEE FOR THE DRYWALL TRADE, IS A HIGHLY SPECIALIZED TRAINING GUIDE DESIGNED TO MEET THE NEEDS OF APPRENTICES IN THE DRYWALL TRADES. MATERIAL FOR THIS REVISED EDITION WAS PREPARED BY A SPECIAL COMMITTEE REPRESENTING EMPLOYERS AND EMPLOYEES OF THE DRYWALL TRADES. STUDY UNITS INCLUDE: (1) MATERIALS AND TOOLS, (2) BASIC DRYWALL APPLICATION, (3) DRYWALL SYSTEMS, AND (4) EXTERIOR COVERING AND FINISHING. EACH SUB-TOPIC INCLUDES A WRITTEN DESCRIPTION, LINE DRAWINGS AND PHOTOGRAPHS WHEN NECESSARY TO ILLUSTRATE A POINT, AND STUDY QUESTIONS. A LIST OF INSTRUCTIONAL MATERIALS REQUIRED FOR THE CLASSROOM LIBRARY IS GIVEN. PART 2 OF THIS WORKBOOK IS AVAILABLE AS VT 011 252, ALSO IN THIS ISSUE. (GR)

VT 011 252
DRYWALL CONSTRUCTION, WORKBOOK. PART 2.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION,
FISCAL OFFICE--ORDER SECTION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 64 178P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; *WORKBOOKS; *INSTRUCTIONAL MATERIALS; BUILDING MATERIALS; CONSTRUCTION (PROCESS)
IDENTIFIERS - *DRYWALL CONSTRUCTION

ABSTRACT - DRYWALL CONSTRUCTION PART 2, PREPARED UNDER THE DIRECTION OF THE CALIFORNIA STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE DRYWALL TRADE, IS A HIGHLY SPECIALIZED TRAINING GUIDE DESIGNED TO MEET THE NEEDS OF APPRENTICES IN THE DRYWALL TRADES. THE MATERIAL WAS PREPARED BY A COMMITTEE REPRESENTING EMPLOYERS AND EMPLOYEES OF THE DRYWALL TRADES. STUDY UNITS INCLUDE: (1) FRAMING, (2) ADVANCED DRYWALL SYSTEMS, (3) INTERIOR FINISH, AND (4) BASIC WELDING. EACH OF THE SUBTOPICS INCLUDES A WRITTEN DESCRIPTION, LINE DRAWINGS AND PHOTOGRAPHS WHEN NEEDED, AND CHECKUP QUESTIONS. A LIST OF RECOMMENDED INSTRUCTIONAL MATERIALS IS GIVEN. PART 1 OF THIS WORKBOOK IS AVAILABLE AS VT 011 251, ALSO IN THIS ISSUE. (GR)

VT 011 253
JOHNSON, EARL; ARPS, LES
PAINTING AND DECORATING, WORKBOOK, PART 1.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION,
FISCAL OFFICE--ORDER SECTION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 67 156P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; HAND TOOLS; SAFETY EDUCATION; *BUILDING TRADES; APPRENTICESHIPS; *INSTRUCTIONAL MATERIALS; *WORKBOOKS; *PAINTING

ABSTRACT - THIS WORKBOOK, THE FIRST IN A SERIES OF THREE ON PAINTING AND DECORATING, WAS PREPARED FOR APPRENTICE TRAINING UNDER THE DIRECTIONS OF THE CALIFORNIA STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE PAINTING AND DECORATING TRADES. IT IS DESIGNED TO BE USED BY THE APPRENTICE AS A GUIDE TO THE INFORMATION WHICH EXPLAINS THE "WHY" OF THE TRADE, THE SAFETY PRACTICES, THE INTERPRETATION OF DRAWINGS, THE USE OF TOOLS, AND THE CHARACTERISTICS OF MATERIALS USED BY THE PAINTER SUCH AS PAINTS, ENAMELS, AND SOLVENTS. EACH MAJOR UNIT CONTAINS ASSIGNMENTS AND WRITTEN INFORMATION. TOPICS FOR DISCUSSION AND STUDY GUIDES ARE INCLUDED FOR MOST UNITS. A LIST OF REQUIRED AND RECOMMENDED INSTRUCTIONAL MATERIALS IS GIVEN. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 254 AND VT 011 255 (ALSO IN THIS ISSUE). (GR)

VT 011 254
JOHNSON, EARL; JARVIS, DON
PAINTING AND DECORATING, WORKBOOK, PART 2.

CALIFORNIA STATE DEPT. OF EDUCATION,
SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION,
FISCAL OFFICE--ORDER SECTION, 721 CAPITOL
MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 69 125P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; APPRENTICESHIPS; *INSTRUCTIONAL MATERIALS; *WORKBOOKS; COLOR PLANNING; INTERIOR DESIGN; *PAINTING

ABSTRACT - THIS WORKBOOK, SECOND OF A THREE

PART SERIES ON PAINTING AND DECORATING, WAS PREPARED FOR APPRENTICE TRAINING UNDER THE DIRECTION OF THE CALIFORNIA STATE EDUCATIONAL ADVISORY COMMITTEE FOR THE PAINTING AND DECORATING TRADES. MAJOR TOPICS OF STUDY ARE: (1) MIXING PAINTS, (2) APPLYING PAINTS, (3) SPRAY PAINTING, (4) COLOR HARMONY AND DESIGN, AND (5) PAPERHANGING AND WALL COVERING. EACH UNIT CONTAINS WRITTEN INFORMATION, STUDY ASSIGNMENT, SUGGESTED TOPICS FOR DISCUSSION WHEN APPROPRIATE, AND STUDY QUESTIONS. A LIST OF INSTRUCTIONAL MATERIALS IS GIVEN. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 253 AND VT 011 255 (ALSO IN THIS ISSUE). (GR)

VT 011 255
BALINT, EMERY, AND OTHERS
COURSE IN PAINTING AND DECORATING: A WORKBOOK FOR APPRENTICES, PART 3.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 61 94P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; *INSTRUCTIONAL MATERIALS; *WORKBOOKS; *PAINTING; INTERIOR DESIGN; BLUEPRINTS; APPRENTICESHIPS

ABSTRACT - THIS WORKBOOK, LAST OF A THREE-PART SERIES ON PAINTING AND DECORATING, WAS PREPARED FOR APPRENTICE TRAINING BY THE INSTRUCTIONAL MATERIALS LABORATORY OF THE BUREAU OF INDUSTRIAL EDUCATION. IT IS DESIGNED TO SATISFY THE NEED OF THE APPRENTICE FOR AN ORGANIZED COURSE OF STUDY IN THE TECHNICAL PHASES OF HIS TRADE. MAJOR TOPICS OF STUDY ARE: (1) GLOSS FINISHES, (2) DECORATING, (3) BLUEPRINT READING AND ESTIMATING, (4) DRAWING, AND (5) RECENT INTRODUCTIONS. EACH UNIT CONTAINS REFERENCE, INTRODUCTION, ASSIGNMENT, AND CHECK-UP QUESTIONS. A LIST OF INSTRUCTIONAL MATERIALS AND ANSWERS TO MATHEMATICS PROBLEMS IN UNIT 3 ARE GIVEN. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 253 AND VT 011 254 (ALSO IN THIS ISSUE). (GR)

VT 011 256
OPERATING ENGINEERS HEAVY DUTY EQUIPMENT: STRUCTURE OF COMPONENTS, HOW COMPONENTS FUNCTION, SERVICE OF COMPONENTS. WORKBOOK, PART 1.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 65 122P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *WORKBOOKS; *INSTRUCTIONAL MATERIALS; APPRENTICESHIPS; *OPERATING ENGINEERING; EQUIPMENT UTILIZATION

ABSTRACT - THIS WORKBOOK, FIRST OF A TWO-PART SERIES, IS DESIGNED FOR APPRENTICES WHO ARE IN APPRENTICESHIP TRAINING AS OPERATING ENGINEERS OF HEAVY DUTY EQUIPMENT. THE INSTRUCTIONAL MATERIAL HAS BEEN PREPARED AT THE REQUEST OF THE CALIFORNIA OPERATING ENGINEERS STATE EDUCATIONAL ADVISORY COMMITTEE BY REPRESENTATIVE EMPLOYERS AND EMPLOYEES. MAJOR STUDY TOPICS INCLUDE: (1) BEARINGS, (2) LUBRICATION, (3) CLUTCHES, (4) FLUID DRIVES, (5) TRANSMISSION, (6) BRAKES, (7) DRIVE LINES, AND (8) DIFFERENTIALS, REAR AXLES, AND FINAL DRIVES. EACH UNIT CONTAINS AN INTRODUCTION, RELATED INFORMATION, READING ASSIGNMENT, WORK ASSIGNMENT, AND 25 TRUE-FALSE CHECKUP QUESTIONS. PART 2 OF THE WORKBOOK IS AVAILABLE AS VT 011 257, ALSO IN THIS ISSUE. (GR)

VT 011 257
OPERATING ENGINEERS HEAVY DUTY EQUIPMENT: STRUCTURE OF COMPONENTS, HOW COMPONENTS FUNCTION, SERVICE OF COMPONENTS. WORKBOOK, PART 2.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 65 101P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *WORKBOOKS; *INSTRUCTIONAL MATERIALS; APPRENTICESHIPS; EQUIPMENT UTILIZATION; *OPERATING ENGINEERING

ABSTRACT - THIS WORKBOOK, SECOND OF A TWO-PART SERIES, IS DESIGNED FOR APPRENTICES WHO ARE IN APPRENTICESHIP TRAINING AS OPERATING ENGINEERS OF HEAVY DUTY EQUIPMENT. THE INSTRUCTIONAL MATERIAL HAS BEEN PREPARED AT THE REQUEST OF THE CALIFORNIA OPERATING ENGINEERS STATE EDUCATIONAL ADVISORY COMMITTEE BY REPRESENTING EMPLOYERS AND EMPLOYEES. MAJOR STUDY TOPICS INCLUDE: (1) TRACK LAYING TRACTOR WHEELS AND TRACKS, (2) STEERING, (3) TIRES AND THEIR CARE, (4) CABLES (WIRE ROPE), (5) COMPRESSORS, (6) WATER PUMPS, (7) WINCHES AND CHAIN ASSEMBLIES, AND (8) HAND TOOLS AND POWER OPERATED TOOLS. EACH UNIT CONTAINS AN INTRODUCTION, RELATED INFORMATION, READING ASSIGNMENT, WORK ASSIGNMENT, AND 25 TRUE-FALSE CHECKUP QUESTIONS. PART 1 OF THE WORKBOOK IS AVAILABLE AS VT 011 256, ALSO IN THIS ISSUE. (GR)

VT 011 258
OPERATING ENGINEERS; SPECIAL SYSTEMS: HYDRAULIC, ELECTRIC, PNEUMATIC, RIGGING. WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 65 128P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *WORKBOOKS; *OPERATING ENGINEERING; *INSTRUCTIONAL MATERIALS; EQUIPMENT UTILIZATION; HYDRAULICS; ELECTRICAL SYSTEMS; *APPRENTICESHIPS
IDENTIFIERS - PNEUMATIC SYSTEMS; RIGGING INSTRUCTION

ABSTRACT - THE CALIFORNIA STATE DEPARTMENT OF EDUCATION PREPARED THIS WORKBOOK AS RELATED INSTRUCTIONAL MATERIALS TO SUPPLEMENT TRAINING PROGRAMS FOR APPRENTICES AS OPERATING ENGINEERS. MAJOR UNITS OF STUDY INCLUDE: (1) HYDRAULICS, (2) FUNDAMENTALS OF RIGGING, (3) INDUSTRIAL APPLICATION OF RIGGING, (4) ELECTRIC POWER, (5) STORAGE BATTERIES, AND (6) PNEUMATICS. THE UNITS ARE SUBDIVIDED INTO TOPICS, EACH CONTAINING AN INTRODUCTION, RELATED INFORMATION, READING ASSIGNMENT, WORK ASSIGNMENT, AND 25 TRUE-FALSE CHECKUP QUESTIONS. (GR)

VT 011 267
MODULAR INSTRUCTION. AUTOMOBILE MECHANICS VOCATIONAL TRAINING.

UNITED STATES REFORMATORY, PETERSBURG, VA.
U.S. BUREAU OF PRISONS, EDUCATION AND TRAINING DIVISION, 101 INDIANA AVENUE, N.W., WASHINGTON, D.C. 20537 (NO CHARGE).
PUB DATE - ND 130P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); BEHAVIOR; VOCATIONAL EDUCATION; CORRECTIONAL REHABILITATION; CORRECTIONAL EDUCATION; SCHEDULE MODULES; INSTITUTIONAL SCHOOLS

ABSTRACT - THIS MODULAR INSTRUCTIONAL GUIDE WAS DEVELOPED FOR USE IN THE AUTOMOBILE MECHANICS VOCATIONAL TRAINING PROGRAM AT THE UNITED STATES REFORMATORY IN PETERSBURG, VIRGINIA. THE CONTENTS ARE ARRANGED IN MODULAR ORDER SO THAT REVISIONS CAN BE MADE WITHOUT INTERRUPTING THE ENTIRE PROCEDURE AND STUDENTS CAN WORK AT INDIVIDUAL RATES. MAJOR UNITS ARE: (1) INTRODUCTION, (2) TOOLS, (3) FUEL SYSTEM, (4) ELECTRICAL SYSTEM, (5) ENGINE, (6) COOLING SYSTEM, (7) BRAKE SYSTEM, (8) POWER FLOW, (9) CHASSIS, (10) SERVICING, AND (11) TROUBLE SHOOTING AND TUNEUP. SPECIFIC PERFORMANCE OBJECTIVES, REFERENCES, CONDITIONS, AND BEHAVIOR EXPECTANCIES ARE PRESENTED FOR EACH UNIT. STUDENTS ARE EXPECTED TO SELECT PERTINENT INFORMATION MATERIALS TO AID THEM IN THE COURSE. A TRAINING PROGRESS REPORT CHART IS APPENDED. (NOT RECOMMENDED FOR HARD COPY REPRODUCTION DUE TO MARGINAL LEGIBILITY OF ORIGINAL DOCUMENT.) (GEB)

VT 011 274
TRAINING AND TECHNOLOGY; MACHINING AND PRODUCTION MACHINE OPERATING, A 42-WEEK INDUSTRIAL TRAINING CURRICULUM.

OAK RIDGE ASSOCIATED UNIVERSITIES, TENN.
TENNESSEE UNIV., KNOXVILLE.
UNION CARBIDE CORP., OAK RIDGE, TENN. NUCLEAR DIV.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
ATOMIC ENERGY COMMISSION, OAK RIDGE, TENN.
PUB DATE - ND 40P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MACHINE TOOL OPERATORS; EDUCATIONAL PROGRAMS; *COURSE CONTENT; MACHINISTS; METAL WORKING OCCUPATIONS
IDENTIFIERS - TRAINING AND TECHNOLOGY; TAT

ABSTRACT - DEVELOPED AS A 72-WEEK FULL-TIME EDUCATIONAL PROGRAM IN MACHINING AND PRODUCTION MACHINE OPERATING, THIS CURRICULUM GUIDE WAS DESIGNED TO ASSIST THE PROJECT DEVELOPERS, SCHOOL ADMINISTRATORS, TRAINING DIRECTORS, SUPERVISORS, AND TEACHERS IN THE PLANNING AND DEVELOPING OF NEW PROGRAMS TO TRAIN PEOPLE TO QUALIFY FOR ENTRY LEVEL JOBS IN MACHINING. THE UNIQUE FEATURE OF THE PROGRAM IS THAT TRAINING IS CONDUCTED IN AN INDUSTRIAL PLANT UNDER THE DIRECTION OF JOURNEYMEN MACHINISTS, WITH TRAINEES ATTENDING REGULARLY SCHEDULED CLASSES IN MACHINE SHOP THEORY, SHOP MATH, AND BLUEPRINT READING. COURSE CONTENT, TIME ALLOTMENTS BETWEEN CLASSROOM AND SHOP EXPERIENCE, TEXTBOOKS, WORKBOOKS AND SUPPLEMENTARY REFERENCES ARE OUTLINED, AND EQUIPMENT NEEDS ARE LISTED. THIS GUIDE, A MODIFIED VERSION OF AN EARLIER TRAINING AND TECHNOLOGY OPERATORS' PROGRAM, INCLUDES A LIST OF THE MACHINE SHOP STAFF, SUGGESTED EQUIPMENT, A FLOOR PLAN LAYOUT, INSTRUCTIONAL PROCEDURE, AND A SHOP SAFETY AND HOUSEKEEPING REPORT. (GR)

VT 011 336
TRAINING YOURSELF TO EFFICIENTLY CLEAN AND SANITIZE A RESTROOM. TRAINING YOURSELF SERIES NO. 2.

RESTAURANT HOTEL AIDS, INC., MINNEAPOLIS, MINN.
RESTAURANT-HOTEL AIDS, INC., LORING BUILDING, 1409 WILLOW STREET, MINNEAPOLIS, MINNESOTA 55403 ($3.00).
PUB DATE - 67 60P.

DESCRIPTORS - *AUTOINSTRUCTIONAL AIDS; *SERVICE OCCUPATIONS; *ATTENDANTS; *TRADE AND INDUSTRIAL EDUCATION; *SERVICE WORKERS; SERVICE EDUCATION

ABSTRACT - THIS SELF-INSTRUCTIONAL BULLETIN FOR RESTROOM ATTENDANTS PRESENTS DETAILED WRITTEN INSTRUCTIONS AND PHOTOGRAPHS ILLUSTRATING PROPER TECHNIQUES OF CLEANING AND SANITIZING RESTROOMS. CONTENTS PROVIDE 32 STEP-BY-STEP PROCEDURES INCLUDING SELECTING AND ASSEMBLING SUPPLIES AND EQUIPMENT, ACTUAL CLEANING AND SANITATION METHODS, AND SERVICING AND MAINTENANCE OF FACILITIES. KEY POINTS TO REMEMBER, CHECKLISTS OF PROPER CLEANING STEPS, AND A QUIZ, WITH ANSWERS, ON PROPER PROCEDURES ARE ALSO GIVEN AS WELL AS A SAMPLE SHEET OF SPECIAL INSTRUCTIONS FROM SUPERVISORS. (AW)

VT 011 339
INDUSTRIAL MECHANICS, CURRICULUM GUIDE.

OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.
THE OREGON STATE BOARD OF EDUCATION, 942 LANCASTER DRIVE, N.E., SALEM, OREGON 97310 ($2.50).
PUB DATE - SEP69 186P.

DESCRIPTORS - *STATE CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY

GRADES; *TEACHING GUIDES; MECHANICAL SKILLS; MECHANICAL EQUIPMENT; MAINTENANCE; INSPECTION; *SAFETY EDUCATION; EDUCATIONAL FACILITIES; *MECHANICS (PROCESS); ACCIDENT PREVENTION; BEHAVIORAL OBJECTIVES; LEARNING ACTIVITIES

ABSTRACT - THIS CURRICULUM GUIDE, DEVELOPED BY THE DIVISION OF COMMUNITY COLLEGES AND CAREER EDUCATION OF THE OREGON BOARD OF EDUCATION AS A COOPERATIVE EFFORT OF INDUSTRY AND EDUCATION, IS FOR TEACHER USE IN PREPARING GRADE 11 AND 12 STUDENTS TO ENTER ONE OF A BROAD GROUP OF OCCUPATIONS IN THE INDUSTRIAL MECHANICS FIELD. FROM A TOTAL OF 1,023 OCCUPATIONS ANALYZED, FIVE KEY OCCUPATIONS WERE CHOSEN AS REPRESENTATIVE OF KNOWING AND DOING SKILLS: (1) AUTOMOBILE MECHANIC, (2) CONSTRUCTION EQUIPMENT MECHANIC, (3) DIESEL MECHANIC, (4) GARAGE FOREMAN, AND (5) OFFICE MACHINE SERVICEMAN. TO ACQUAINT INDIVIDUALS WITH SYSTEMS AS THEY APPLY TO MECHANICS, TO GIVE BACKGROUND INSTRUCTION ON MECHANICAL EQUIPMENT AND POWER SUPPLIES, AND INSTRUCT IN DIAGNOSTIC TECHNIQUES AND PROCEDURES ARE SOME OBJECTIVES OF THE COURSE. THE CONTENT IS DIVIDED INTO FOUR OCCUPATIONAL SPECIALTY COURSES: (1) SYSTEMS TECHNOLOGY, (2) INSPECTION AND TESTING, (3) TECHNIQUES OF MECHANICAL MAINTENANCE, AND (4) COMMUNICATIONS TECHNOLOGY--INDIVIDUALIZED INSTRUCTION. THE FIRST THREE SPECIALTY COURSES LISTED ABOVE ARE INTENDED FOR 18 WEEKS, 10 HOURS PER WEEK. AN ACCIDENT PREVENTION PROGRAM FOR SCHOOL SHOPS AND LABORATORIES, AND A SUGGESTED EQUIPMENT AND FACILITIES LIST ARE APPENDED. (GEB)

VT 011 340
STATIC ELECTRICITY. SAFETY IN INDUSTRY, MECHANICAL AND PHYSICAL HAZARDS SERIES. BULLETIN 256.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:256/2, $.20).
PUB DATE - 69 24P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BULLETINS; *SAFETY; *INDUSTRY; BIBLIOGRAPHIC CITATIONS; ELECTRICITY; INSTRUCTIONAL MATERIALS
IDENTIFIERS - *STATIC ELECTRICITY

ABSTRACT - DEVELOPED BY THE BUREAU OF LABOR STANDARDS, THIS DOCUMENT DISCUSSES STATIC ELECTRICITY IN TERMS OF INDUSTRY SAFETY AND POSSIBLE CAUSES AND CONTROLS. THE EXPLANATIONS HAVE BEEN SIMPLIFIED AND ARE INCLUDED TO DEVELOP A PRACTICAL BASIS FOR UNDERSTANDING AND DISCUSSION. TOPICS ARE: (1) ELECTRICITY AND ATOMS, (2) DETECTION OF STATIC ELECTRICITY, (3) CONTROL OF STATIC ELECTRICITY, AND (4) STATIC ELECTRICITY IN INDUSTRY. A BIBLIOGRAPHY IS APPENDED. RELATED DOCUMENTS IN THIS SERIES ARE AVAILABLE AS VT 011 341-VT 011 343 (ALL IN THIS ISSUE). (GB)

VT 011 341
MECHANICS FOR THE SAFETY MAN. SAFETY IN INDUSTRY, MECHANICAL AND PHYSICAL HAZARDS SERIES, BULLETIN 239.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:239/2, $.25).
PUB DATE - 69 25P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BULLETINS; *SAFETY EDUCATION; *LAWS; *INDUSTRY; INSTRUCTIONAL MATERIALS

ABSTRACT - THE SAFETY MAN APPLIES SOME OF THE LAWS OR PRINCIPLES OF MECHANICS IN HIS DAILY WORK OF PREVENTING ACCIDENTS. THIS DOCUMENT, PREPARED BY THE BUREAU OF LABOR STANDARDS, IS INTENDED TO RELATE CURRENT PRACTICES TO THE MECHANICAL LAWS INVOLVED AND TO IMPLANT IN THE SAFETY MAN'S MIND THE IDEA THAT LAWS OR PRINCIPLES MAY BE USEFUL IN SOLVING OTHER PROBLEMS IN INDUSTRIAL SAFETY. RELATED DOCUMENTS IN THIS SERIES ARE AVAILABLE AS VT 011 340-VT 011 343 (ALL IN THIS ISSUE). (GB)

VT 011 342
THE USE AND HANDLING OF COMPRESSED GASES. SAFETY IN INDUSTRY, ENVIRONMENTAL AND CHEMICAL HAZARDS SERIES. BULLETIN 259.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:259/2, $.25).
PUB DATE - 69 35P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BULLETINS; *SAFETY EDUCATION; *INDUSTRY; SAFETY; INSTRUCTIONAL MATERIALS
IDENTIFIERS - *COMPRESSED GASES

ABSTRACT - PREPARED FOR PERSONS WHO ARE ENGAGED IN THE FIELD OF ACCIDENT PREVENTION, THIS BULLETIN IS OFFERED AS AN AID IN CONTROLLING THE HAZARDS ARISING FROM THE USE AND HANDLING OF COMPRESSED GASES. THE DOCUMENT IS ONE IN A SERIES ON SAFETY IN INDUSTRY DEVELOPED BY THE BUREAU OF LABOR STANDARDS. CONTENTS ARE: (1) GENERAL PHYSICAL PROPERTIES OF GASES, (2) SPECIFIC PROPERTIES OF SOME INDUSTRIAL GASES, AND (3) DESIGN, INSTALLATION, AND OPERATION OF SYSTEMS. RELATED DOCUMENTS IN THE SERIES ARE AVAILABLE AS VT 011 340-VT 011 343 (ALL IN THIS ISSUE). (GB)

VT 011 343
THE FUNDAMENTALS OF ACCIDENT PREVENTION. SAFETY IN INDUSTRY ORGANIZATION AND ADMINISTRATION SERIES. BULLETIN 247.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:247/2, $.15).
PUB DATE - 69 19P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BULLETINS; *SAFETY EDUCATION; *INDUSTRY; *ACCIDENT PREVENTION; SAFETY;

INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY THE BUREAU OF LABOR STANDARDS, THIS BULLETIN OUTLINES BASIC ELEMENTS WHICH MUST BE INCORPORATED INTO EVERY PROGRAM OF ACCIDENT PREVENTION IF MAXIMUM RESULTS ARE TO BE OBTAINED. CONTENTS ARE: (1) ELEMENTS OF A SAFETY PROGRAM, (2) TOP MANAGEMENT LEADERSHIP, (3) A SAFE AND HEALTHFUL PLACE TO WORK, (4) PROPER TRAINING AND SUPERVISION, AND (5) EMPLOYEE PARTICIPATION AND INTEREST. RELATED DOCUMENTS IN THE SERIES ARE AVAILABLE AS VT 011 340-VT 011 342 (ALL IN THIS ISSUE). (GB)

VT 011 411
THE PROBATIONARY FIREMEN; A SUGGESTED FIRE TRAINING PROGRAM OUTLINE FOR USE IN THE TRAINING OF PROBATIONARY FIREMEN.

CALIFORNIA FIRE CHIEF'S ASSOCIATION, SACRAMENTO. TRAINING OFFICERS' SECTION.
CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 66 24P.

DESCRIPTORS - *CURRICULUM GUIDES; *FIRE FIGHTERS; *TRADE AND INDUSTRIAL EDUCATION; *FIRE SCIENCE EDUCATION; *SERVICE OCCUPATIONS

ABSTRACT - FOR USE IN TRAINING PROBATIONARY FIREMEN, THIS BULLETIN INCLUDES: (1) BRIEF INTRODUCTORY MATERIAL ON THE ROLE AND RESPONSIBILITIES OF FIRE FIGHTERS, (2) QUALIFICATIONS FOR A FIREMAN, (3) FIREMEN APPOINTEE CHECKLIST, (4) A TOPICAL OUTLINE FOR THE ORIENTATION PROGRAM, AND (5) PROBATION EXAMINATION OUTLINE. SUGGESTED FIRE TRAINING RECORD FORMS ARE ALSO PROVIDED. (AW)

VT 011 413
PROMOTION OF APPRENTICESHIP PREPARATORY COURSES (APC) AND APPRENTICESHIP PREJOB PROGRAMS (APJ) RECOMMENDED BY THE FEDERAL COMMITTEE ON APPRENTICESHIP.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF APPRENTICESHIP AND TRAINING.
PUB DATE - JUL68 9P.

DESCRIPTORS - *APPRENTICESHIPS; *VOCABULARY; *PROGRAM DESCRIPTIONS; TRADE AND INDUSTRIAL EDUCATION; MANPOWER NEEDS

ABSTRACT - THIS DOCUMENT, DESIGNED TO ADVISE BUREAU OF APPRENTICESHIP STAFF, PRESENTS DEFINITIONS OF PREPARATORY AND PREJOB PROGRAMS AND RECOMMENDATIONS FOR COORDINATING AND PROMOTING THESE PROGRAMS. (NOT RECOMMENDED FOR HARD COPY DUE TO MARGINAL LEGIBILITY OF ORIGINAL DOCUMENT.) (GR)

VT 011 414
GLINES, DAVID F.
WHAT A FIREMAN SHOULD KNOW ABOUT ARSON; RESULTS OF A CONFERENCE CONCERNING THOSE THINGS A FIREMAN SHOULD KNOW ABOUT INCENDIARY FIRES.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
BUREAU OF INDUSTRIAL EDUCATION, CALIFORNIA STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 67 41P.

DESCRIPTORS - *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *FIRE FIGHTERS; *FIRE SCIENCE EDUCATION
IDENTIFIERS - *ARSON

ABSTRACT - DEVELOPED AT A CONFERENCE COMPOSED OF REPRESENTATIVES OF THE CALIFORNIA STATE FIRE MARSHAL'S OFFICE, MUNICIPAL FIRE AND POLICE DEPARTMENTS, NATIONAL BOARD OF FIRE UNDERWRITERS, AND THE INTELLIGENCE SECTIONS OF THE UNITED STATES ARMY AND NAVY, THIS MANUAL IS DESIGNED TO PREPARE FIREMEN TO EFFECTIVELY INVESTIGATE ARSON. CONTENTS EXPLORE THE FOLLOWING SIX MAJOR SUBJECT AREAS: (1) OBSERVATION ENROUTE TO AND AT THE FIRE SCENE, (2) METHODS GENERALLY USED BY ARSONISTS, (3) THINGS TO LOOK FOR IN RECOGNIZING EVIDENCE IN ARSON CASES, (4) THINGS TO CONSIDER IN ORDER TO PRESERVE, IDENTIFY, AND SAFEGUARD EVIDENCE, (5) USUAL MOTIVES FOR ARSON, AND (6) THINGS WITH WHICH A FIREMAN SHOULD BE FAMILIAR IN ORDER TO MORE EFFECTIVELY TESTIFY IN COURT. (AW)

VT 011 420
TRAINING PROGRAMS FOR FISHERY OCCUPATIONS. PROGRAM DEVELOPMENT INFORMATION.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. TRADE AND INDUSTRIAL EDUCATION BRANCH.
OE-84025
PUB DATE - 61 60P.

DESCRIPTORS - *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *FISHERIES; *PROGRAM PLANNING; *PROGRAM DEVELOPMENT; CURRICULUM PLANNING

ABSTRACT - COMPILED BY A PROGRAM SPECIALIST, THIS PAMPHLET PROVIDES INFORMATION ON THE ORGANIZATION AND OPERATION OF TRAINING PROGRAMS FOR FISHERY OCCUPATIONS, AS WELL AS MATERIAL TO AID VOCATIONAL EDUCATORS IN ESTABLISHING CONTACT WITH AGENCIES CONCERNED WITH MANPOWER DEVELOPMENT FOR THE INDUSTRY. EXAMPLES OF A 2-YEAR AND A 3-YEAR HIGH SCHOOL PREPARATORY CURRICULUM, A VARIETY OF SHORT COURSES OFFERED AS REFRESHER OR SKILL-IMPROVEMENT COURSES FOR EMPLOYEES OF THE FISHERIES INDUSTRY, AND MISCELLANEOUS INSTRUCTIONAL UNITS APPLICABLE TO BOTH PREPARATORY OR EXTENSION COURSES ARE OUTLINED. SOME SUBJECT AREAS COVERED ARE: (1) MARINE STUDIES, (2) COMMERCIAL FISHING, (3) OUTBOARD MOTORS, (4) BOAT BUILDING AND MAINTENANCE, (5) COMMUNICATIONS, (6) COMMERCIAL FISHING EQUIPMENT, (7) SEAMANSHIP, (8) NAVIGATION, (9) METEOROLOGY, (10) MARINE ENGINES, (11) ELECTRONICS, AND (12) INTRACOSTAL WATERWAY AIDS. AVAILABLE RESOURCE MATERIALS ARE ALSO LISTED. (AW)

VT 011 421
FLIGHT INSTRUCTOR PRACTICAL TEST GUIDE.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON,

D.C. FLIGHT STANDARDS SERVICE.
AC 61-14A
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (TD4.408:IN7/4, $.15).
PUB DATE - 69 15P.

DESCRIPTORS - *RESOURCE MATERIALS; *AIRCRAFT PILOTS; *FLIGHT TRAINING; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING TECHNIQUES

ABSTRACT - PREPARED BY THE FLIGHT STANDARDS SERVICE OF THE FEDERAL AVIATION ADMINISTRATION, THIS GUIDE IS DESIGNED TO ASSIST CERTIFIED PILOTS IN PREPARING FOR THE PRACTICAL DEMONSTRATION REQUIRED FOR THE ISSUANCE OF THE FLIGHT INSTRUCTOR CERTIFICATES. TEST PROCEDURES COVERED CONSIST OF TWO PHASES: (1) THE FLIGHT INSTRUCTOR GROUND TEST, IN WHICH THE APPLICANT DEMONSTRATES HIS ABILITY TO APPLY EFFECTIVE INSTRUCTIONAL TECHNIQUES TO FLIGHT TRAINING, AND (2) THE FLIGHT DEMONSTRATION, WHICH CONSISTS OF THE CONDUCT OF A FLIGHT LESSON PLANNED IN PHASE I, A STANDARDIZATION CHECK ON THE PERFORMANCE OF FLIGHT TRAINING MANEUVERS, AND A POSTFLIGHT DISCUSSION. (AW)

VT 011 499
RAYMOND, L., AND OTHERS
CRAFTSMANSHIP; THE HANDS WORK. TYPES OF FRAMING CONSTRUCTION.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - JUL68 21P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; HIGH SCHOOL STUDENTS; MANUALS; *AUTOINSTRUCTIONAL AIDS; INSTRUCTIONAL MATERIALS; EDUCATIONAL OBJECTIVES; BUILDING TRADES; *CARPENTERS; *CONSTRUCTION INDUSTRY
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - DEVELOPED WITH ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) TITLE III FUNDS, THIS LEARNING ACTIVITY PACKAGE INCLUDES INSTRUCTION ON TYPES OF FRAMING CONSTRUCTION. DESIGNED AS A SELF-INSTRUCTIONAL UNIT FOR HIGH SCHOOL STUDENTS, IT CONTAINS: (1) FLOW CHART, (2) GRADING PROCEDURE, (3) RATIONALE, (4) PRIMARY IDEAS, (5) THREE SECONDARY IDEAS, (6) STUDENT OBJECTIVES, (7) ACTIVITIES, AND (8) FINAL EVALUATION. ANSWERS TO PRETEST AND A BIBLIOGRAPHY ARE INCLUDED. (GR)

VT 011 501
WILLIAMS, EDGAR, AND OTHERS
DRIVE LINES. AUTO MECHANICS--VOCATIONAL--2 HOUR CLASS, LAP NO. 4.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - 68 25P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; *AUTOINSTRUCTIONAL AIDS; *AUTO MECHANICS (OCCUPATION); HIGH SCHOOL STUDENTS; MANUALS; INSTRUCTIONAL AIDS; AUTO MECHANICS; MOTOR VEHICLES; POWER MECHANICS
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - THIS LEARNING ACTIVITY PACKAGE, DEVELOPED UNDER A GRANT FROM ELEMENTARY SECONDARY EDUCATION ACT (ESEA) TITLE III, DESCRIBES DRIVE LINES, A PHASE OF AUTO MECHANICS. DESIGNED AS A 10-HOUR SELF INSTRUCTIONAL UNIT FOR INDIVIDUAL LEARNING, IT CONTAINS: (1) GRADING PROCEDURES, (2) RATIONALE, (3) PRIMARY AND SECONDARY IDEAS, (4) OBJECTIVES, (5) PRETEST AND TEST RESULTS, (6) THREE SECONDARY IDEAS, (7) FOUR INSTRUCTIONAL SHEETS, AND (8) FINAL INSTRUCTIONS. A PRETEST ANSWER SHEET AND BIBLIOGRAPHY ARE GIVEN. THE INSTRUCTIONAL SHEETS ARE ILLUSTRATED WITH PHOTOGRAPHS. ADDITIONAL LEARNING ACTIVITY PACKAGES (LAP) ARE AVAILABLE. (GR)

VT 011 505
WILLIAMS, EDGAR, AND OTHERS
ENGINE LUBRICATION. UNIT 6--LAP 1.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - 68 14P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; HIGH SCHOOL STUDENTS; MANUALS; *AUTOINSTRUCTIONAL AIDS; INSTRUCTIONAL AIDS; *AUTO MECHANICS (OCCUPATION); MOTOR VEHICLES; SERVICE OCCUPATIONS
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - THIS LEARNING ACTIVITY PACKAGE, DEVELOPED UNDER A GRANT FROM ELEMENTARY SECONDARY EDUCATION ACT (ESEA) TITLE III, DESCRIBES ENGINE LUBRICATION, ONE PHASE OF A COURSE IN AUTO MECHANICS. DESIGNED AS A SELF INSTRUCTIONAL UNIT FOR INDIVIDUAL LEARNING FOR USE BY MODESTO JUNIOR COLLEGE FEEDER SCHOOLS, IT CONTAINS: (1) RATIONALE, (2) PRIMARY IDEA, (3) SECONDARY IDEAS, (4) OBJECTIVES, (5) PRETEST, AND (6) ACTIVITIES. ASSIGNMENT SHEETS, PRETEST ANSWER SHEET AND BIBLIOGRAPHY ARE GIVEN. ADDITIONAL LEARNING ACTIVITY PACKAGES (LAP) ARE AVAILABLE. (GR)

VT 011 506
WILLIAMS, EDGAR, AND OTHERS
AUTOMOTIVE STORAGE BATTERY. LAP 2.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - 68 36P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; *AUTOINSTRUCTIONAL AIDS; *ELECTRIC BATTERIES; AUTO MECHANICS; BIBLIOGRAPHIC CITATIONS; ELECTRIC SYSTEMS
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A GRANT FROM THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) TITLE III, THIS LEARNING ACTIVITY PRESENTS INFORMATION ON THE AUTOMOTIVE STORAGE BATTERY. DESIGNED AS A SELF INSTRUCTIONAL

UNIT FOR USE BY MODESTO JUNIOR COLLEGE FEEDER SCHOOLS, THE UNIT PROVIDES ACTIVITIES TO ACQUAINT THE STUDENT WITH THE CONSTRUCTION AND OPERATION OF A STORAGE BATTERY. ADDITIONAL LEARNING ACTIVITY PACKAGES ARE AVAILABLE. (GB)

VT 011 508
SEGAL, ALBERT J., AND OTHERS
OXYACETYLENE WELDING; CUTTING/BRAZING.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - JUL68 19P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; *EQUIPMENT; *WELDING; METALS; BIBLIOGRAPHIC CITATIONS; *AUTOINSTRUCTIONAL AIDS
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A GRANT FROM THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) TITLE III, THIS LEARNING ACTIVITY PRESENTS BASIC INSTRUCTION ON OXYACETYLENE WELDING. THE SELF INSTRUCTIONAL UNIT IS DESIGNED TO GIVE AN EXPOSURE TO CUTTING AND BRAZING OPERATIONS WITH THE OXYACETYLENE EQUIPMENT AND REQUIRES AN AVERAGE OF 15 DAYS FOR COMPLETION. ADDITIONAL LEARNING ACTIVITY PACKAGES (LAP) ARE AVAILABLE. (GB)

VT 011 511
HAYHURST, REX, AND OTHERS
ELECTRICAL CIRCUITS. AUTOMOTIVE ELECTRICITY, LAP 1.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - JUL68 24P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; *AUTOINSTRUCTIONAL AIDS; *ELECTRICAL SYSTEMS; AUTO MECHANICS; BIBLIOGRAPHIC CITATIONS
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A GRANT FROM THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) TITLE III, THIS LEARNING ACTIVITY PRESENTS AN INTRODUCTION TO THE AUTOMOTIVE ELECTRICAL SYSTEM. DESIGNED AS A SELF INSTRUCTIONAL UNIT FOR USE BY MODESTO JUNIOR COLLEGE FEEDER SCHOOLS, CONTENT COVER: (1) CURRENT AND VOLTAGE IN CIRCUITS, (2) THE OPERATION OF A DIODE, (3) THE OPERATION OF A TRANSISTOR, (4) CHECKING VOLTAGE DROP, AND (5) SERIES AND PARALLEL CIRCUITS. ADDITIONAL LEARNING ACTIVITY PACKAGES (LAP) ARE AVAILABLE. (GB)

VT 011 512
HAYHURST, REX
ENGINE MEASUREMENTS. UNIT 4--LAP 3.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - 68 12P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; *AUTOINSTRUCTIONAL AIDS; *ENGINES; MEASUREMENT; AUTO MECHANICS; BIBLIOGRAPHIC CITATIONS
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGES; LAPS

ABSTRACT - DEVELOPED UNDER A GRANT FROM THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) TITLE III, THIS LEARNING ACTIVITY PRESENTS THE DIFFERENT MEASUREMENTS IN AUTOMOTIVE ENGINES. DESIGNED AS A SELF INSTRUCTIONAL UNIT, CONTENTS ARE: (1) PRIMARY AND SECONDARY IDEAS, (2) OBJECTIVES, (3) ACTIVITIES, AND (4) A BIBLIOGRAPHY. ADDITIONAL LEARNING ACTIVITY PACKAGES (LAP) ARE AVAILABLE. (GB)

VT 011 520 ED 041 162
CLIFFORD, JACK W., AND OTHERS
SERVICE STATION ATTENDANT AND LIGHT AUTOMOTIVE MAINTENANCE, COURSE DESCRIPTION.

MINNEAPOLIS PUBLIC SCHOOLS, MINN. WORK OPPORTUNITY CENTER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH
OEG-3-6-000383-0848 08
BR-5-0187
PUB DATE - 69 37P.

DESCRIPTORS - *CURRICULUM GUIDES; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *SERVICE OCCUPATIONS; ATTENDANTS; SERVICE EDUCATION; AUTO MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; *DISADVANTAGED YOUTH; *DROPOUT REHABILITATION; DROPOUT PROGRAMS; TEACHING TECHNIQUES; ANNOTATED BIBLIOGRAPHIES
IDENTIFIERS - MINNESOTA WORK OPPORTUNITY CENTER; *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

ABSTRACT - PREPARED BY INSTRUCTORS AND CURRICULUM SPECIALISTS, THIS COURSE OF STUDY WAS DESIGNED TO MEET THE INDIVIDUAL NEEDS OF THE DROPOUT AND/OR HARD-CORE UNEMPLOYED YOUTH BY PROVIDING TRAINING AS A SERVICE STATION ATTENDANT AND LIGHT AUTOMOTIVE MAINTENANCE MECHANIC. THE ACHIEVEMENT LEVEL OF EACH STUDENT IS DETERMINED AT ENTRY, AND SMALL INSTRUCTIONAL UNITS ARE USED TO PROVIDE CONTINUING POSITIVE REINFORCEMENT AND TO MINIMIZE FRUSTRATION. TRAINING IN THIS AREA IS CONDUCTED IN A PUBLIC SERVICE STATION OPERATED BY THE WORK OPPORTUNITY CENTER. INSTRUCTION IS PROVIDED IN DRIVEWAY SALES, LUBRICATION ENGINE TUNE-UP, BRAKE WORK, AND OTHER REPAIR AND MAINTENANCE TASKS SHORT OF MAJOR OVERHAUL OR BODY WORK. STUDENTS MAY RECEIVE SUCH RELATED INSTRUCTION AS MATHEMATICS, SALES, ACCOUNTING, AND COMMUNICATIONS AT THE CENTER IN ADDITION TO THE RELATED UNITS TAUGHT AT THE STATION. BRIEF DESCRIPTIONS OF OTHER INSTRUCTIONAL AREAS, TEACHING TECHNIQUES, MATERIAL UTILIZATION, MOTIVATIONAL DEVICES, AND CASE STUDIES ARE APPENDED. RELATED MATERIALS ARE AVAILABLE AS VT 011 518-VT 011 533 IN THIS ISSUE, AND VT 006 714 (ARM SUMMER 1970). (GR)

VT 011 521 ED 041 163
HUNT, EDWARD B.; ANDERSON, FLOYD L.
SMALL ENGINE MAINTENANCE AND REPAIR, COURSE DESCRIPTION.

MINNEAPOLIS PUBLIC SCHOOLS, MINN. WORK
OPPORTUNITY CENTER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-3-6-000383-0848 08
BR-5-0187
PUB DATE - 69 34P.

DESCRIPTORS - *CURRICULUM GUIDES; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *TRADE AND INDUSTRIAL EDUCATION; *DISADVANTAGED YOUTH; *DROPOUT REHABILITATION; DROPOUT PROGRAMS; *AUTO MECHANICS; TEACHING TECHNIQUES; MOTIVATION TECHNIQUES; POWER MECHANICS; ANNOTATED BIBLIOGRAPHIES
IDENTIFIERS - MINNESOTA WORK OPPORTUNITY CENTER; *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

ABSTRACT - PREPARED BY AN INSTRUCTOR AND CURRICULUM SPECIALISTS, THIS COURSE OF STUDY WAS DESIGNED TO MEET INDIVIDUAL NEEDS OF THE DROPOUT AND/OR HARD-CORE UNEMPLOYED YOUTH BY PROVIDING SKILL TRAINING, RELATED INFORMATION, AND SUPPORTIVE SERVICES KNOWLEDGE IN SMALL ENGINE MAINTENANCE AND REPAIR. STUDENTS ENROLLED IN THIS COURSE WORK INDEPENDENTLY ON A VARIETY OF TWO AND FOUR CYCLE GASOLINE ENGINES, WITH INSTRUCTIONAL UNITS IN SERVICING, ADJUSTMENT, REPAIR, AND OVERHAUL. THE ACHIEVEMENT LEVEL OF EACH STUDENT IS DETERMINED AT ENTRY AND SMALL INSTRUCTIONAL UNITS PROVIDE CONTINUING POSITIVE REINFORCEMENT AND MINIMIZE FRUSTRATION. BRIEF DESCRIPTIONS OF OTHER INSTRUCTIONAL AREAS, TEACHING TECHNIQUES, MATERIALS UTILIZATION, MOTIVATIONAL DEVICES, AND CASE STUDIES ARE APPENDED. RELATED MATERIALS ARE AVAILABLE AS VT 011 518-VT 011 533 IN THIS ISSUE AND VT 006 714 (ARM SUMMER 1970). (GR)

VT 011 523 ED 041 165
BLY, ERVIN; ANDERSON, FLOYD L.
OFFSET PRINTING, COURSE DESCRIPTION.

MINNESOTA PUBLIC SCHOOLS, MINN. WORK
OPPORTUNITY CENTER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-3-6-000383-0848 08
BR-5-0187
PUB DATE - 69 37P.

DESCRIPTORS - *CURRICULUM GUIDES; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *TRADE AND INDUSTRIAL EDUCATION; *DISADVANTAGED YOUTH; *DROPOUT REHABILITATION; DROPOUT PROGRAMS; GRAPHIC ARTS; MOTIVATION TECHNIQUES; *PRINTING; ANNOTATED BIBLIOGRAPHIES; TEACHING TECHNIQUES
IDENTIFIERS - MINNESOTA WORK OPPORTUNITY CENTER; *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

ABSTRACT - PREPARED BY AN INSTRUCTOR AND A CURRICULUM DEVELOPMENT SPECIALIST, THIS COURSE OF STUDY WAS DESIGNED TO MEET THE INDIVIDUAL NEEDS OF THE DROPOUT AND/OR HARD-CORE UNEMPLOYED YOUTH BY PROVIDING SKILL TRAINING, RELATED INFORMATION, AND SUPPORTIVE SERVICES KNOWLEDGE ABOUT OFFSET PRINTING. THE COURSE PROVIDES TRAINING IN OFFSET PRINTING AND RELATED DARKROOM PROCEDURES. THE LEVEL OF ACHIEVEMENT OF EACH INDIVIDUAL IS DETERMINED, AND SMALL INSTRUCTIONAL UNITS ARE USED TO PROVIDE CONTINUING POSITIVE REINFORCEMENT AND TO MINIMIZE FRUSTRATION. INSTRUCTIONAL UNITS INCLUDE COMPOSITION AND LAYOUT, PROCESS CAMERA OPERATION, STRIPPING, PLATE MAKING, SMALL PRESS, AND FINISHING OPERATIONS. BRIEF DESCRIPTIONS OF OTHER INSTRUCTIONAL AREAS, TEACHING TECHNIQUES, MATERIAL UTILIZATION, MOTIVATIONAL DEVICES, AND CASE STUDIES ARE APPENDED. RELATED MATERIALS ARE AVAILABLE AS VT 011 518-VT 011 533 IN THIS ISSUE, AND VT 006 714 (ARM SUMMER 1970). (GR)

VT 011 531 ED 041 173
DENNY, WALTER E.; ANDERSON, FLOYD L.
MACHINE TOOL OPERATION, COURSE DESCRIPTION.

MINNEAPOLIS PUBLIC SCHOOLS, MINN. WORK
OPPORTUNITY CENTER.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
BUREAU OF RESEARCH
OEG-3-6-000383-0848 08
BR-5-0187
PUB DATE - 69 34P.

DESCRIPTORS - *CURRICULUM GUIDES; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *TRADE AND INDUSTRIAL EDUCATION; *DISADVANTAGED YOUTH; *DROPOUT REHABILITATION; DROPOUT PROGRAMS; *MACHINE TOOL OPERATORS; SEMISKILLED WORKERS; MOTIVATION TECHNIQUES; MACHINISTS; ANNOTATED BIBLIOGRAPHIES; TEACHING TECHNIQUES
IDENTIFIERS - MINNESOTA WORK OPPORTUNITY CENTER; *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

ABSTRACT - PREPARED BY AN INSTRUCTOR AND CURRICULUM SPECIALISTS, THIS COURSE OF STUDY WAS DESIGNED TO MEET THE INDIVIDUAL NEEDS OF THE DROPOUT AND/OR HARD-CORE UNEMPLOYED YOUTH BY PROVIDING THEM SKILL TRAINING, RELATED INFORMATION, AND SUPPORTIVE SERVICES KNOWLEDGE IN MACHINE TOOL OPERATION. THE ACHIEVEMENT LEVEL OF EACH STUDENT IS DETERMINED AT ENTRY, AND SMALL INSTRUCTIONAL UNITS PROVIDE CONTINUING POSITIVE REINFORCEMENT AND MINIMIZE FRUSTRATION. TRAINING IN MACHINE TOOL OPERATION STRESSES THE DEVELOPMENT OF SKILLS THROUGH PRACTICAL EXPERIENCES. MACHINES USED INCLUDE THE DRILL PRESS, ENGINE LATHE, BENCH GRINDER, SURFACE GRINDER, CUTOFF SAW, AND VERTICAL AND HORIZONTAL MILLING MACHINES. UPON COMPLETION OF THIS TRAINING THE STUDENT IS QUALIFIED FOR A VARIETY OF ENTRY LEVEL POSITIONS IN MACHINE SHOPS. BRIEF DESCRIPTIONS OF OTHER INSTRUCTIONAL AREAS, TEACHING TECHNIQUES, MATERIAL UTILIZATION, MOTIVATIONAL DEVICES, AND CASE STUDIES ARE APPENDED. RELATED MATERIALS ARE AVAILABLE AS VT 011 518-VT 011 533 IN THIS ISSUE AND VT 006 714 (ARM SUMMER 1970). (GR)

VT 011 538
WOOD HANDBOOK; BASIC INFORMATION ON WOOD AS A MATERIAL OF CONSTRUCTION WITH DATA FOR ITS USE IN DESIGN AND SPECIFICATION. AGRICULTURE HANDBOOK NO. 72.

DEPARTMENT OF AGRICULTURE, WASHINGTON, D.C.
FOREST PRODUCTS LAB.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT

PRINTING OFFICE, WASHINGTON, D.C. 20402
(AL.76:72, $3.00).
PUB DATE - 55 514P.

DESCRIPTORS - *STUDY GUIDES; *SUPPLEMENTARY TEXTBOOKS; *WOODWORKING; *BUILDING MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; BUILDING TRADES; CONSTRUCTION (PROCESS); BIBLIOGRAPHIC CITATIONS

ABSTRACT - THIS HANDBOOK, DEVELOPED BY THE FOREST PRODUCTS LABORATORY OF THE UNITED STATES FOREST SERVICE, IS DESIGNED AS AN AID TO UNDERSTANDING THE EFFICIENT USE OF WOOD AS A CONSTRUCTION MATERIAL. MAJOR TOPICS ARE: (1) STRUCTURE AND PHYSICAL PROPERTIES OF WOOD, (2) CHARACTERISTICS OF IMPORTANT COMMERCIAL WOODS, (3) STRENGTH VALUES OF CLEAR WOOD, (4) GRADES AND SIZES OF LUMBER, (5) CONSTRUCTION PROCESSES, (6) CONTROL OF MOISTURE CONTENT AND SHRINKAGE OF WOOD, (7) PAINTING, FINISHING, AND PRESERVING WOOD, (8) POLES, PILING, AND TIES, (9) THERMAL INSULATION, (10) BUILDING FIBERBOARDS, AND (11) MODIFIED WOODS AND PAPER-BASE LAMINATES. BIBLIOGRAPHIC CITATIONS ARE LOCATED AT THE END OF EACH CHAPTER, AND PHOTOGRAPQS, TABLES, AND DIAGRAMS AUGMENT THE TEXT. A GLOSSARY AND SUBJECT INDEX ARE INCLUDED. (SB)

VT 011 546
HAYHURST, REX, AND OTHERS
ENGINE CONSTRUCTION: THE MANIFOLD--THE CYLINDER HEAD--THE OIL PAN. UNIT 5--LAP 1.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - JUL68 15P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; LEARNING ACTIVITIES; MANUALS; *AUTOINSTRUCTIONAL AIDS; INSTRUCTIONAL AIDS; *AUTO MECHANICS (OCCUPATION); *ENGINES; MOTOR VEHICLES; SERVICE OCCUPATIONS
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - COMPLETION OF THIS LEARNING ACTIVITY, DEVELOPED WITH ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) TITLE III FUNDS, WILL ENABLE THE STUDENT TO REMOVE AND REPLACE THREE MAJOR PORTIONS OF THE ENGINE, THE MANIFOLD, THE CYLINDER HEAD, AND THE OIL PAN. CONTENTS OF THIS SELF-INSTRUCTIONAL UNIT ARE: (1) RATIONALE, (2) PRIMARY IDEA, (3) SECONDARY IDEAS, (4) OBJECTIVES, (5) PRETEST, (6) ACTIVITIES, (7) INSTRUCTIONAL SHEET, AND (8) ASSIGNMENT SHEETS. A PRETEST ANSWER SHEET AND BIBLIOGRAPHY ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 547 AND VT 011 548, ALSO IN THIS ISSUE. ADDITIONAL LEARNING ACTIVITY PACKAGES (LAP) ARE AVAILABLE. (GR)

VT 011 547
VAUGHN, CHARLES, AND OTHERS
ENGINE CONSTRUCTION: CRANKSHAFT--CYLINDER BLOCK--GASKETS. UNIT 5--LAP 4.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - 68 18P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; MANUALS; *AUTOINSTRUCTIONAL AIDS; INSTRUCTIONAL AIDS; *AUTO MECHANICS (OCCUPATION); *ENGINES; MOTOR VEHICLES; SERVICE OCCUPATIONS
IDENTIFIERS - *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - DEVELOPED WITH ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) TITLE III FUNDS, THIS LEARNING ACTIVITY DESCRIBES THE FUNCTION AND CONSTRUCTION OF THE CRANKSHAFT, THE MAJOR PARTS OF A CYLINDER BLOCK, AND THE MAJOR ENGINE GASKETS. CONTENTS OF THE SELF-INSTRUCTIONAL UNIT ARE (1) RATIONALE, (2) PRIMARY AND SECONDARY IDEAS, (3) INSTRUCTIONAL OBJECTIVES, (4) PRETEST INSTRUCTIONS, PRETEST, AND PRETEST RESULTS, (5) ACTIVITIES, (6) INSTRUCTION SHEET, AND (7) ASSIGNMENT SHEETS. A PRETEST ANSWER SHEET AND A BIBLIOGRAPHY ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 546 AND VT 011 548, ALSO IN THIS ISSUE. (GR)

VT 011 548
VAUGHN, CHARLES, AND OTHERS
ENGINE CONSTRUCTION: PISTON AND CONNECTING ROD ASSEMBLY. UNIT 5--LAP 3.

HUGHSON UNION HIGH SCHOOL, CALIF.
PUB DATE - JUL68 18P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; *AUTOINSTRUCTIONAL AIDS; MANUALS; INSTRUCTIONAL AIDS; *AUTO MECHANICS (OCCUPATION); *ENGINES; MOTOR VEHICLES; SERVICE OCCUPATIONS
IDENTIFIERS - ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III; LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - DEVELOPED WITH ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) TITLE III FUNDS, THIS LEARNING ACTIVITY WILL ENABLE THE STUDENT TO UNDERSTAND THE FUNCTIONS OF THE PISTON, CONNECTING ROD, RINGS, AND BEARINGS IN ENGINE CONSTRUCTION AND REPAIR. CONTENTS OF THE SELF-INSTRUCTIONAL UNIT ARE: (1) RATIONALE, (2) PRIMARY AND SECONDARY IDEAS, (3) OBJECTIVES, (4) PRETEST, (5) ACTIVITIES, (6) INSTRUCTIONAL SHEETS, AND (7) ASSIGNMENT SHEETS. A PRETEST ANSWER SHEET AND A BIBLIOGRAPHY ARE INCLUDED. RELATED DOCUMENTS ARE AVAILABLE AS VT 011 546 AND VT 011 547, ALSO IN THIS ISSUE. (GR)

VT 011 557
CURRY, HAROLD A.; JOCHEM, CHARLES M.
LINECASTING KEYBOARD OPERATION II.

MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON, DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 KILMER AREA, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - SEP70 117P.

DESCRIPTORS - *TRADE AND INDUSTRIAL

EDUCATION; *STUDY GUIDES; *DEAF EDUCATION; INSTRUCTIONAL MATERIALS; PRINTING; TYPEWRITING; ACHIEVEMENT TESTS
IDENTIFIERS - *LINECASTING KEYBOARD OPERATORS

ABSTRACT - PREPARED BY AN INSTRUCTOR OF THE MARIE H. KATZENBACH SCHOOL FOR THE DEAF AS AN ADVANCED WORKBOOK FOR STUDENTS WHO HAVE COMPLETED LINECASTING OPERATION I AND ARE INTERESTED IN BECOMING LINOTYPE OPERATORS, THIS ILLUSTRATED HANDBOOK CONTAINS THE FOLLOWING UNITS: (1) DOUBLE-SLUG OR MULTI-SLUG COMPOSITION, (2) LEADERS, (3) TABULAR COMPOSITION, (4) VARIABLE COLUMNS, (5) CONSTITUTION AND BY-LAWS, (6) POETRY, (7) MENUS, (8) PROGRAMS, (9) ROMAN NUMERALS, AND (10) BRACE WORK. OBJECTIVES, INFORMATION, AND ASSIGNMENTS MAKE UP EACH LESSON OF THE UNITS, AND AN ACHIEVEMENT TEST COMPLETES EACH UNIT. A GLOSSARY OF VOCABULARY WORDS AND DEFINITIONS IS INCLUDED. "LINECASTING KEYBOARD OPERATION I" IS AVAILABLE AS VT 010 457 (AIM FALL 1970). (SB)

VT 011 569
HILLINGER, YVONNE M.; OSSI, JOHN K.
THE ART OF SEWING.

BURLINGTON COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOL, MT. HOLLY, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 KILMER AREA, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - APR70 258P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; OCCUPATIONAL HOME ECONOMICS; *SEWING INSTRUCTION; CLOTHING; SEAMSTRESSES; *NEEDLE TRADES; SECONDARY EDUCATION; ILLUSTRATIONS; *TEXTBOOKS; *INSTRUCTIONAL MATERIALS

ABSTRACT - PREPARED BY A VOCATIONAL AND TECHNICAL HIGH SCHOOL INSTRUCTOR AND SHOP-TESTED 2 YEARS, THIS TEXT AND REFERENCE BOOK IS FOR STUDENTS INTERESTED IN NEEDLE TRADES OCCUPATIONS. ILLUSTRATED UNITS DESIGNED TO PROVIDE BASIC SEWING SKILLS ARE: (1) BASIC INFORMATION, (2) HANDSEWING, (3) STITCHES, (4) SEAMS, (5) HEMS, (6) BIAS BINDING, (7) FACINGS, (8) INSERTS AND APPLIQUES, (9) BUTTONHOLES, (10) POCKETS, AND (11) PLACKETS. OBJECTIVES, INFORMATION, AND ASSIGNMENTS ARE INCLUDED IN THE LESSONS OF EACH UNIT. (SB)

VT 011 574
SCARITO, SALVATORE J.; O'CONNELL, JOHN J.
BASIC AUTOMOTIVE CARBURETION AND IGNITION.

BAYONNE HIGH SCHOOL, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.50).
PUB DATE - SEP70 94P.

DESCRIPTORS - *STUDY GUIDES; *AUTO MECHANICS (OCCUPATION); SHOP CURRICULUM; *VOCATIONAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY GRADES
IDENTIFIERS - *CARBURETION SYSTEMS; IGNITION SYSTEMS

ABSTRACT - DEVELOPED BY A COMMITTEE OF AUTOMOTIVE SHOP TEACHERS, THIS GUIDE IS FOR STUDENT USE IN HIGH SCHOOL VOCATIONAL SHOP CLASSES STUDYING AUTOMOTIVE CARBURETION AND IGNITION. CONTENTS INCLUDE UNITS ON (1) SAFETY (FIVE LESSONS), (2) HAND TOOLS (FOUR LESSONS), (3) CARBURETOR (FIVE LESSONS), (4) CHOKE SYSTEM (THREE LESSONS), (5) FUEL PUMP (THREE LESSONS), (6) STORAGE BATTERY (THREE LESSONS), (7) COIL AND BALLAST RESISTOR (THREE LESSONS), (8) POINTS AND CONDENSOR (THREE LESSONS), (9) DISTRIBUTOR (FOUR LESSONS), AND (10) SPARK PLUGS (FOUR LESSONS), WITH EACH LESSON PROVIDING OBJECTIVE, SUBJECT INFORMATION, ASSIGNMENTS, AND IN SOME CASES, EQUIPMENT NEEDED AND PROCEDURES. ACHIEVEMENT TESTS KEYED TO EACH UNIT ARE APPENDED. THE MANUAL IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, FIGURES, AND PHOTOGRAPHS. (AW)

VT 011 590
SCHOOL BUS DRIVER EDUCATION; ADVANCED DRIVER COURSE.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($2.50).
PUB DATE - 69 67P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *CURRICULUM GUIDES; *SCHOOL BUSES; BUS TRANSPORTATION; STUDENT TRANSPORTATION
IDENTIFIERS - *SCHOOL BUS DRIVERS; OHIO

ABSTRACT - OHIO STATE STAFF PREPARED THIS MANUAL FOR USE IN PRESENTING ADVANCED COURSES OF INSTRUCTION FOR SCHOOL BUS DRIVERS. SEVEN UNITS, EACH DIVIDED INTO SEVERAL SUBUNITS, COVER: (1) PUBLIC RELATIONS, (2) SAFETY AND EMERGENCY EVACUATION, (3) FIRST AID, (4) DEFENSIVE DRIVING, (5) THE DRIVER'S ROLE IN THE MAINTENANCE PROGRAM, (6) THE SPECIAL CHILD, AND (7) OHIO PUPIL TRANSPORTATION RULES AND REGULATIONS. EACH SUBUNIT PROVIDES CONTENT, ORIENTATION MATERIAL, PRESENTATION SUGGESTIONS, AND A SUMMARY. THE MANUAL IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS AND LINE DRAWINGS. A GLOSSARY AND BIBLIOGRAPHY ARE ALSO INCLUDED. (AW)

VT 011 598
BASIC ELECTRICITY. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
NAVPERS 10086-B
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (D2.08.11:EL2/3/969, $4.25).
PUB DATE - 69 498P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; ELECTRICIANS; ELECTRIC CIRCUITS; MILITARY TRAINING; MILITARY PERSONNEL; SAFETY; *SUPPLEMENTARY TEXTBOOKS

ABSTRACT - THIS STUDY GUIDE WAS DEVELOPED FOR USE BY MEN OF THE U.S. NAVY AND NAVAL RESERVE WHOSE DUTIES REQUIRE A KNOWLEDGE OF THE FUNDAMENTALS OF ELECTRICITY. THE OBJECTIVE OF PRESENTING THE FUNDAMENTALS OF ELECTRICITY IS ACCOMPLISHED WITH THE 21 CHAPTERS THAT INCLUDE SAFETY, A-C AND D-C CIRCUITS, INDUCTANCE, CAPACITANCE, MOTORS, GENERATORS, AMPLIFIERS, AND SERVOMECHANISMS. THE MANUAL INCLUDES MANY SCHEMATICS, DIAGRAMS, ILLUSTRATIONS, AND SOLUTIONS TO SAMPLE PROBLEMS. LETTERS, TERMS, DESIGNATIONS, FORMULAS, CODES, AND MATHEMATICAL INFORMATION ARE APPENDED. (GEB)

VT 011 616
RESPONSIBILITY FOR SAFETY. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 283.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:283, $.25).
PUB DATE - 67 29P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; *RESPONSIBILITY; SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON THE RESPONSIBILITIES OF A SAFETY PROGRAM IN INDUSTRY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) SAFETY PROGRAM RESPONSIBILITY, (2) BASIC ELEMENTS OF SAFETY ORGANIZATION, (3) BASIC REQUIREMENTS OF SAFETY ORGANIZATION, AND (4) COOPERATION. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 617
PROMOTING WORKER INTEREST IN SAFETY. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 284.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:284, $.20).
PUB DATE - 67 19P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; *SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON PROMOTING WORKER INTEREST IN SAFETY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) PROMOTING WORKER INTEREST, (2) STIMULATING WORKER INTEREST, (3) SELF PRESERVATION, (4) MATERIAL GAINS, (5) SYMPATHY, (6) PRIDE, (7) RESPONSIBILITY, (8) LEADERSHIP, (9) LOGIC, AND (10) PROMOTION METHODS. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 618
SAFETY ORGANIZATION. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 285.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:285, $.30).
PUB DATE - 67 38P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *ORGANIZATION; *INDUSTRY; SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON SAFETY ORGANIZATION IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) PURPOSE OF SAFETY ORGANIZATION, (2) ELEMENTS OF PRODUCTION, (3) TYPES OF SAFETY ORGANIZATION, (4) LINE ORGANIZATION, (5) STAFF ORGANIZATION, (6) SAFETY COMMITTEE, (7) DUTIES OF SAFETY DIRECTOR, AND (8) BALANCED SAFETY ORGANIZATION. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 619
JOB HAZARD ANALYSIS. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 287.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:287, $.25).
PUB DATE - 67 29P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; UNITS OF STUDY (SUBJECT FIELDS); SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS
IDENTIFIERS - *JOB HAZARD ANALYSIS

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON JOB HAZARD ANALYSIS IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) IMPORTANCE OF JOB HAZARD ANALYSIS, (2) WHAT IS HAZARD ANALYSIS, (3) PROCESS RELATIONSHIP, (4) STUDY PLAN CLUES, (5) OPERATION BREAKDOWN, (6) SIMPLE HAZARD ANALYSIS FORM, AND (7) HOW HAZARDS CAN BE ELIMINATED. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 620
PLANNING LAYOUT AND ARRANGEMENT FOR SAFETY. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN NO. 289.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
PUB DATE - 67 31P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *PLANNING; *INDUSTRY; SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON PLANNING LAYOUT AND ARRANGEMENT FOR SAFETY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) PLANNING, LAYOUT ARRANGEMENT, (2) WORKPLACE LAYOUT, (3) OLD LAYOUT, (4) NEW LAYOUT, (5) SMALL PLANING MILL, (6) INJURY SOURCES RELATED TO PROCESS, (7) AISLES AND VEHICULAR AISLES, (8) WORK STANDARDIZATION, (9) PURCHASING REQUIREMENTS, (10) SAFE STAIRS, (11) ANGLES OF RAMPS, (12) CONSIDERATIONS FOR SAFE TYPE FLOORS, AND (13) ITEMS TO CONSIDER IN REMODELING. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 621
PREVENTIVE MAINTENANCE FOR SAFETY. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN NO. 290.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:290, $.25).
PUB DATE - 67 28P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *MAINTENANCE; *INDUSTRY; SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON PREVENTIVE MAINTENANCE FOR SAFETY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) PREVENTIVE MAINTENANCE, (2) MAINTENANCE MANAGEMENT, (3) ELEMENTS, (4) PRESS INSPECTION RECORD, (5) MAINTENANCE SERVICE SCHEDULE, (6) PREVENTIVE MAINTENANCE OF INDUSTRIAL TRUCKS, (7) HIGH HAZARD AREA, (8) BUILDING INSPECTION FORM, AND (9) CONTROL IN PREVENTIVE MAINTENANCE. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 622
HANDLING MATERIALS SAFELY. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 291.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:291, $.40).
PUB DATE - 67 60P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; UNITS OF STUDY (SUBJECT FIELDS); SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS
IDENTIFIERS - *HANDLING MATERIALS

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON HANDLING MATERIALS SAFELY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS INCLUDE: (1) MATERIAL HANDLING, (2) MANUAL TOOLS IN HANDLING MATERIALS, (3) MECHANICAL AND POWER EQUIPMENT, AND (4) RELATED EQUIPMENT FOR USE IN HANDLING MATERIALS. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 623
SAFE WORKING SURFACES. SAFETY IN INDUSTRY

INSTRUCTOR OUTLINE. BULLETIN 292.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:292, $.35).
PUB DATE - 67 40P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; UNITS OF STUDY (SUBJECT FIELDS); SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS
IDENTIFIERS - *SAFE WORKING SURFACES

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON SAFE WORKING SURFACES IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) PREVENTION OF FALLS, (2) CLASSES OF FALLS, (3) ANGLES OF RAMPS, (4) SAFE STAIRS, (5) STANDARD RAILINGS, (6) PORTABLE STRAIGHT LADDER, (7) NON-SLIP LADDER SHOES, (8) PORTABLE STEP LADDER, (9) FIXED LADDER WITH CAGE, (10) SAFETY RECOMMENDATIONS FOR SCAFFOLDS, (11) FALLS ON SAME LEVEL, AND (12) FLOOR HAZARD CHART. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 624
HOUSEKEEPING FOR SAFETY. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 295.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:295, $.25).
PUB DATE - 67 23P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *HOUSEKEEPING

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON PLANT HOUSEKEEPING IN INDUSTRY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS COVER: (1) GOOD PLANT HOUSEKEEPING, (2) ASSUMPTIONS FROM PLANT HOUSEKEEPING, (3) POOR HOUSEKEEPING INDICATORS OFTEN LEADING TO SPONTANEOUS IGNITION, (4) USE OF PAINT TO HIGHLIGHT, AND (6) STACKING AND PILING SAFETY. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 625
ILLUMINATION FOR SAFETY. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 297.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:297, $.20).
PUB DATE - 67 18P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; *LIGHTING; SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON ILLUMINATION FOR SAFETY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) PROPER LIGHTING, (2) HOW WE SEE, (3) BRIGHTNESS, (4) QUANTITY OF ILLUMINATION, (5) QUALITY OF ILLUMINATION, (6) BRIGHTNESS RATIOS, (7) TYPES OF ILLUMINATION, (8) REFLECTION FACTORS, AND (9) MAINTENANCE. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629 IN THIS ISSUE. (GB)

VT 011 626
USE OF COLOR FOR SAFETY. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 298.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:298, $.30).
PUB DATE - 67 34P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; *COLOR; SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON THE USE OF COLOR FOR SAFETY IN INDUSTRY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) ILLUMINATION AND LEGIBILITY IN COLOR, (2) FACTS ABOUT COLOR, (3) DIFFERENTIAL COLOR PAINTING OF MACHINES, (4) REACTIONS TO COLOR, (5) FIRE PROTECTION RED, (6) ALERT ORANGE, (7) HIGH VISIBILITY YELLOW, (8) SAFETY GREEN, (9) PRECAUTION BLUE, (10) RADIATION PURPLE, (11) TRAFFIC WHITE, AND (12) A SAFETY COLOR STANDARD FOR PIPING. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND

SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 627
THE CONSULTATIVE APPROACH FOR SAFETY PROMOTION. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 301.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:301, $.25).
PUB DATE - 67 25P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *INDUSTRY; UNITS OF STUDY (SUBJECT FIELDS); INSTRUCTIONAL MATERIALS; INSTRUCTIONAL AIDS; BULLETINS; SAFETY; CHARTS
IDENTIFIERS - *CONSULTATIVE APPROACH

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON THE CONSULTATIVE APPROACH FOR SAFETY PROMOTION IN INDUSTRY IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) THE CONSULTATIVE APPROACH, (2) QUALIFICATIONS OF CONSULTANT, (3) SELLING SAFETY, (4) SURVEY FOR APPRAISAL, (5) PREPARING RECOMMENDATIONS, (6) WRITTEN REPORT, AND (7) FOLLOWUP. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 628
OTTO, FRANCIS L.
CONSTRUCTION SAFETY, SITE CLEARING. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 302.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:302, $.25).
PUB DATE - 67 27P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *CONSTRUCTION INDUSTRY; *SITE DEVELOPMENT; UNITS OF STUDY (SUBJECT FIELDS); SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON CONSTRUCTION SAFETY IN SITE CLEARING IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS ARE: (1) SCOPE AND PURPOSE, (2) PLANNING, (3) HAZARD ANALYSIS, (4) BRUSH CUTTING, (5) FELLING AND BUCKING, (6) GRADING OPERATIONS, (7) DEBRIS DISPOSAL AND BURNING, (8) FIRE HAZARDS, (9) MATERIALS HANDLING AND PILING, (10) POISONOUS PLANTS, (11) INSECTS, VERMIN, REPTILES, AND RODENTS, (12) PRUNING, (13) CLIMBING, (14) STUMPS, (15) TOOL SAFETY, AND (16) CLOTHING AND PERSONAL PROTECTIVE EQUIPMENT. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 629
OTTO, FRANCIS L.
CONSTRUCTION SAFETY, PILE DRIVING, AND COFFERDAMS. SAFETY IN INDUSTRY INSTRUCTOR OUTLINE. BULLETIN 305.

BUREAU OF LABOR STANDARDS (DOL), WASHINGTON, D.C.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (L16.3:305, $.45).
PUB DATE - 67 67P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SAFETY EDUCATION; *CONSTRUCTION INDUSTRY; UNITS OF STUDY (SUBJECT FIELDS); SAFETY; INSTRUCTIONAL MATERIALS; CHARTS; INSTRUCTIONAL AIDS; BULLETINS
IDENTIFIERS - *PILE DRIVING

ABSTRACT - INTENDED AS A GUIDE TO STANDARD PRESENTATION OF THE SUBJECT IN SEQUENCE AND BASIC CONTENT, THIS INSTRUCTOR OUTLINE ON CONSTRUCTION SAFETY IN PILE DRIVING AND COFFERDAMS IS ONE OF A SERIES DEVELOPED BY STAFF OF THE OFFICE OF OCCUPATIONAL SAFETY AND THE INTERNATIONAL DIVISION, BUREAU OF LABOR STANDARDS. TOPICS INCLUDE: (1) SCOPE AND PURPOSE, (2) THE PROBLEM, (3) WHAT PILING IS, (4) USE OF PILES, (5) TYPES OF PILING, (6) EQUIPMENT, METHODS, AND OPERATING HAZARDS, (7) USES OF SHEET PILING, (8) SCOPE AND PURPOSE OF COFFERDAMS, (9) SUBSURFACE EXPLORATION, AND (10) SUMMARY OF OPERATING SAFETY RULES. INCLUDED ARE TIPS FOR THE INSTRUCTOR AND SUGGESTED PROCEDURES FOR PLANNING, CLASSROOM PREPARATION, AND TEACHING. IN ADDITION, CHARTS AND OTHER TEACHING AIDS ARE PRESENTED. THIS DOCUMENT IS ONE IN A SERIES OF 14 RELATED DOCUMENTS NOW BEING PROCESSED AND ARE AVAILABLE AS VT 011 616-VT 011 629, ALL IN THIS ISSUE. (GB)

VT 011 644
COLUCCI, LEONARD
AUTO BODY REFINISHING.

CAMDEN COUNTY VOCATIONAL AND TECHNICAL SCHOOLS, PENNSAUKEN, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER

CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
($1.75).
PUB DATE - JUN70 113P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO BODY REPAIRMEN; MOTOR VEHICLES; SKILLED OCCUPATIONS; PAINTING; *HIGH SCHOOL STUDENTS; ACHIEVEMENT TESTS; ILLUSTRATIONS; JOB SKILLS

ABSTRACT - THIS MANUAL, PREPARED BY A VOCATIONAL-TECHNICAL EDUCATOR AND SHOP-TESTED FOR 2 YEARS, WAS DEVELOPED TO AID HIGH SCHOOL STUDENTS ACQUIRE PAINTING SKILL IN AUTOMOTIVE REFINISHING. UNITS ARE: (1) SHOP ORIENTATION, (2) EQUIPMENT, (3) TOOLS, (4) MATERIALS, (5) BASIC OPERATIONS, (6) SPRAYING, (7) REFINISHING PROCEDURES, AND (8) PAINT DIFFICULTIES: CAUSES AND REMEDIES. ILLUSTRATED LESSONS CONTAINING OBJECTIVES, INFORMATION, ASSIGNMENTS, AND SUGGESTED ACTIVITIES MAKE UP EACH UNIT, AND AN ACHIEVEMENT TEST COMPLETES THE UNIT. A GLOSSARY AND BIBLIOGRAPHY ARE INCLUDED. (SB)

VT 011 666
FUNARI, MARY
LEARNING TO SEW. PART I.

MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
($2.00).
PUB DATE - JUN70 192P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *NEEDLE TRADES; HOME ECONOMICS EDUCATION; CLOTHING INSTRUCTION; *SEWING INSTRUCTION; *STUDY GUIDES; MANUALS; ILLUSTRATIONS; *DEAF EDUCATION; INSTRUCTIONAL MATERIALS; HIGH SCHOOL STUDENTS; SECONDARY GRADES; ACHIEVEMENT TESTS

ABSTRACT - DEVELOPED BY SEWING INSTRUCTORS OF THE MARIE H. KATZENBACH SCHOOL FOR THE DEAF AND SHOP-TESTED, THIS MANUAL IS FOR HIGH SCHOOL STUDENTS WITH HEARING DISABILITY WHO ARE INTERESTED IN NEEDLE TRADES OCCUPATIONS. UNITS ARE: (1) YOU CAN SEW, (2) GOOD TOOLS, (3) POINTS FOR BEGINNERS, (4) MEASUREMENTS, (5) BASTING STITCHES, (6) BASIC HAND STITCHES, (7) DECORATIVE STITCHES, (8) THE SEWING MACHINE, (9) LEARNING TO CARE FOR A SEWING MACHINE, AND (10) USING YOUR SEWING MACHINE. THE UNITS CONSIST OF ILLUSTRATED LESSONS COMPOSED OF OBJECTIVES, INFORMATION, VOCABULARY TERMS, AND AN ASSIGNMENT, FOLLOWED BY AN ACHIEVEMENT TEST. PART II, WHICH IS A CONTINUATION OF PART I, IS AVAILABLE AS VT 011 667, ALSO IN THIS ISSUE. (SB)

VT 011 667
FUNARI, MARY
LEARNING TO SEW. PART 2.

MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, BUILDING 4103, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903
($2.00).
PUB DATE - JUN70 218P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *NEEDLE TRADES; HOME ECONOMICS EDUCATION; CLOTHING INSTRUCTION; *SEWING INSTRUCTION; *STUDY GUIDES; *DEAF EDUCATION; MANUALS; ILLUSTRATIONS; INSTRUCTIONAL MATERIALS; HIGH SCHOOL STUDENTS; SECONDARY GRADES; ACHIEVEMENT TESTS

ABSTRACT - THIS CONTINUATION OF PART 1 WAS DEVELOPED AND SHOP-TESTED BY SEWING INSTRUCTORS OF THE MARIE H. KATZENBACH SCHOOL FOR THE DEAF AND IS FOR HIGH SCHOOL STUDENTS INTERESTED IN NEEDLE TRADES OCCUPATIONS. UNITS ARE: (1) THINGS TO MAKE, (2) SEAM FINISHES, (3) HEMMING STITCHES, (4) USING A COMMERCIAL PATTERN, (5) COMMON SKILLS IN CONSTRUCTION, (6) SPECIAL SKILLS IN CONSTRUCTION, AND (7) GOOD SEWING EQUIPMENT. EACH UNIT IS COMPOSED OF ILLUSTRATED LESSONS CONTAINING OBJECTIVES, INFORMATION, VOCABULARY TERMS, AND AN ASSIGNMENT. AN ACHIEVEMENT TEST CONCLUDES EACH UNIT. A BIBLIOGRAPHY IS INCLUDED AND A COMPLETE LISTING OF VOCABULARY WORDS IS APPENDED. PART I IS AVAILABLE AS VT 011 666, ALSO IN THIS ISSUE. (SB)

VT 011 678
SUGGESTED GUIDELINES FOR A VOCATIONAL DIVERSIFIED METALS PROGRAM. BULLETIN NO. 12-770.

ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD. VOCATIONAL AND TECHNICAL EDUCATION DIV.
PUB DATE - ND 213P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *METALS; *COURSE CONTENT; SHEET METAL WORK; WELDING; FOUNDRIES; MACHINE TOOL OPERATORS; METALLURGY; *GUIDELINES; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED BY METALWORKING AND METALS OCCUPATIONS TEACHERS AS AN OUTCOME OF A 3-YEAR (1966-69) PILOT PROGRAM IN VOCATIONAL DIVERSIFIED METALS OCCUPATIONS, THESE GUIDELINES FOR INSTRUCTIONAL CONTENT ARE INTENDED FOR THOSE WHO PLAN TO START A NEW PROGRAM OR ALREADY HAVE SUCH A PROGRAM IN OPERATION. THE AREAS OF CONTENT ARE: SHEET METAL, WELDING, FOUNDRY, MACHINE SHOP, AND HEAT TREATMENT. EACH AREA HAS BEEN ANALYZED INTO INSTRUCTIONAL UNITS OF OPERATIONS AND INFORMATION TOPICS. THE OPERATIONS ARE THE MANIPULATIVE OR DOING UNITS WHICH THE STUDENT PERFORMS IN THE SHOP OR LABORATORY, WHILE THE INFORMATION TOPICS INCLUDE THE COGNITIVE THEORY OR KNOWING UNITS WHICH THE STUDENT SHOULD KNOW AND UNDERSTAND. A SAMPLE INSTRUCTIONAL OUTLINE HAS BEEN PREPARED FOR ONE INFORMATION TOPIC IN EACH MAJOR AREA; INSTRUCTORS MUST PREPARE THEIR OWN OUTLINES FOR TEACHING THE OPERATIVE UNITS AND

REMAINING INFORMATION TOPICS. A BIBLIOGRAPHY IS INCLUDED. (GR)

VT 011 723
ELECTRONIC-POWER TECHNOLOGY; A SUGGESTED TWO-YEAR POST-HIGH-SCHOOL PROGRAM. ENGINEERING TECHNOLOGY SERIES, NO. 5.

ILLINOIS UNIV., URBANA. ENGINEERING TECHNOLOGY CURRICULUM ADVISORY COMMITTEE.
ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD
PUB DATE - JUN70 95P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRONIC TECHNICIANS; *ELECTRONICS; *ENGINEERING TECHNICIANS; POST SECONDARY EDUCATION; TECHNICAL EDUCATION

ABSTRACT - PART OF A SERIES OF ENGINEERING TECHNOLOGY CURRICULUM GUIDES, THIS GUIDE IS FOR USE BY INSTRUCTORS AND ADMINISTRATORS IN DEVELOPING 6-QUARTER POSTSECONDARY PROGRAMS IN ELECTRONIC-POWER TECHNOLOGY. CONTENTS COVER GENERAL REQUIREMENTS, OBJECTIVES, FACULTY, STUDENT SELECTION AND SERVICES, UNIQUE FEATURES OF THE PROGRAM, LABORATORY INSTRUCTION AND EQUIPMENT, TEXTBOOKS, LABORATORY FACILITIES AND SPECIAL SHOP AREA, AND A SUGGESTED 2-YEAR CURRICULUM OUTLINE. COURSE OUTLINES PROVIDING CREDIT HOURS, COURSE DESCRIPTION, INSTRUCTION PROCEDURES, CONTENT, AND REFERENCES ARE GIVEN FOR: (1) COMPUTER SCIENCE, (2) MATHEMATICS, (3) INTRODUCTION TO ELECTRONICS TECHNOLOGY, (4) ELECTRONICS, (5) INDUSTRIAL ELECTRONICS, (6) CIRCUITS, (7) POWER CIRCUITS, (8) ENERGY CONVERSION, (9) ENERGY SYSTEM CONTROLS, (10) TRANSMISSION LINES, (11) PHYSICS, (12) MECHANICAL DRAFTING, (13) ELECTRICAL-ELECTRONIC DRAFTING, (14) COMMUNICATIONS, (15) TECHNICAL REPORT WRITING, (16) PSYCHOLOGY AND HUMAN RELATIONS, (17) INDUSTRIAL ORGANIZATION AND OPERATION, (18) ECONOMICS OF INDUSTRY AND AMERICAN GOVERNMENT AND HISTORY. SUGGESTED LABORATORY FACILITIES AND EQUIPMENT ARE APPENDED. RELATED GUIDES ARE AVAILABLE AS VT 000 431 (AIM SPRING 1969), VT 000 432 (AIM FALL 1969), ED 014 302, AND VT 011 726 (ALSO IN THIS ISSUE). (AW)

VT 011 726
MACHINE DESIGN TECHNOLOGY; A SUGGESTED TWO-YEAR POST-HIGH-SCHOOL PROGRAM. ENGINEERING TECHNOLOGY SERIES NO. 4.

ILLINOIS UNIV., URBANA. ENGINEERING TECHNOLOGY CURRICULUM ADVISORY COMMITTEE.
ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD
PUB DATE - JUN68 80P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *MECHANICAL DESIGN TECHNICIANS; *ENGINEERING TECHNICIANS; TECHNICAL EDUCATION; POST SECONDARY EDUCATION

ABSTRACT - PART OF A SERIES OF ENGINEERING TECHNOLOGY CURRICULUM GUIDES, THIS GUIDE IS FOR USE BY INSTRUCTORS AND ADMINISTRATORS IN DEVELOPING 6-QUARTER POSTSECONDARY PROGRAMS IN MACHINE DESIGN TECHNOLOGY. CONTENTS INCLUDE INFORMATION ON REQUIREMENTS, OBJECTIVES, FACULTY, STUDENT SELECTION AND SERVICES, TEXTBOOKS, LABORATORY INSTRUCTION AND EQUIPMENT, FACILITIES, AND A COMPLETE CURRICULUM OUTLINE. COURSE OUTLINES PROVIDING CREDIT HOURS, COURSE DESCRIPTION, INSTRUCTION PROCEDURES, CONTENT, AND TEXTS AND REFERENCES ARE GIVEN FOR: (1) MATHEMATICS, (2) TECHNICAL PHYSICS, (3) MATERIALS OF INDUSTRY, (4) MANUFACTURING PROCESSES, (5) TECHNICAL GRAPHICS, (6) COMPUTER PROGRAMING, (7) MECHANISMS, (8) APPLIED MECHANICS, (9) STRENGTH OF MATERIALS, (10) METALLURGY AND HEAT TREATMENT, (11) CONTROL SYSTEMS, (12) MACHINE DESIGN, (13) DESIGN PROJECTS, (14) COMMUNICATIONS, (15) TECHNICAL REPORT WRITING, (16) PSYCHOLOGY AND HUMAN RELATIONS, (17) INDUSTRIAL ORGANIZATION AND OPERATION, (18) AMERICAN GOVERNMENT, AND (19) ECONOMICS OF INDUSTRY. SEVERAL TECHNICAL ELECTIVES ARE ALSO OUTLINED, AND EQUIPMENT LISTS AND SUGGESTED PHYSICAL LABORATORY FACILITIES ARE APPENDED. OTHER GUIDES IN THE SERIES ARE AVAILABLE AS VT 000 431 (AIM SPRING 1969), VT 001 432 (AIM WINTER 1969), ED 014 302, AND VT 011 723 (ALSO IN THIS ISSUE). (AW)

VT 011 864
GRAPHIC COMMUNICATIONS, CAREER SPEECH FOR SENIOR HIGH STUDENTS.

EDUCATION COUNCIL OF THE GRAPHIC ARTS INDUSTRY, INC., PITTSBURGH, PA.
EDUCATION COUNCIL OF THE GRAPHIC ARTS INDUSTRY, GRAPHIC ARTS TECHNICAL FOUNDATION, 4615 FORBES AVENUE, PITTSBURGH, PENNSYLVANIA 15213 (NO CHARGE).
PUB DATE - ND 11P.

DESCRIPTORS - *SPEECHES; *SENIOR HIGH SCHOOLS; GRAPHIC ARTS; OCCUPATIONAL CLUSTERS; OCCUPATIONAL INFORMATION; *TRADE AND INDUSTRIAL EDUCATION; *CAREER OPPORTUNITIES; JOB SKILLS; *EMPLOYERS

ABSTRACT - MANY HIGH SCHOOL SENIORS WILL ENTER THE JOB MARKET UPON GRADUATION THUS NECCESSITATING THE NEED FOR SPECIFIC INFORMATION CONCERNING JOB OPPORTUNITIES AND JOB REQUIREMENTS. TO HELP PROVIDE THE NEEDED INFORMATION ON THE GRAPHIC COMMUNICATIONS INDUSTRY A PREPARED SPEECH HAS BEEN DEVELOPED BY AN AFFILIATED EDUCATION COUNCIL FOR USE IN CAREER PLANNING PROJECTS AND INCLUDES TIPS ON DELIVERY, AN OUTLINE, A SPEAKER'S GUIDE, AND THE TEXT OF THE SPEECH. BY USING THIS SPEECH THE EMPLOYER CAN REFER TO THE CLUSTER OF RELATED JOBS AND CAREER OPPORTUNITIES AVAILABLE TO INTERESTED AND QUALIFIED PERSONNEL. A RELATED DOCUMENT FOR JUNIOR HIGH SCHOOL IS AVAILABLE AS VT 011 865,(ALSO IN THIS ISSUE). (JS)

VT 011 865
GRAPHIC COMMUNICATIONS, CAREER SPEECH FOR JUNIOR HIGH STUDENTS.

EDUCATION COUNCIL OF THE GRAPHIC ARTS INDUSTRY, INC., PITTSBURGH, PA.
EDUCATION COUNCIL OF THE GRAPHIC ARTS INDUSTRY, GRAPHIC ARTS TECHNICAL FOUNDATION, 4615 FORBES AVENUE, PITTSBURGH, PENNSYLVANIA

15213 (NO CHARGE).
PUB DATE - ND 12P.

DESCRIPTORS - *SPEECHES; *JUNIOR HIGH SCHOOLS; GRAPHIC ARTS; OCCUPATIONAL CLUSTERS; *TRADE AND INDUSTRIAL EDUCATION; *CAREER OPPORTUNITIES; JOB SKILLS; *EMPLOYERS; CAREER PLANNING; OCCUPATIONAL INFORMATION

ABSTRACT - AS A RESULT OF THE INCREASED EMPHASIS ON CAREER EXPLORATION IN THE JUNIOR HIGH SCHOOL, EMPLOYERS ARE OFTEN ASKED TO DELIVER A SPEECH ON JOB OPPORTUNITIES AND REQUIREMENTS REGARDING HIS PARTICULAR INDUSTRY. TO ASSIST THE EMPLOYER SPEAKING ON GRAPHIC COMMUNICATIONS, THIS PREPARED SPEECH WAS DEVELOPED BY AN AFFILIATED EDUCATION COUNCIL AND INCLUDES TIPS ON DELIVERY, AN OUTLINE, A SPEAKER'S GUIDE, AND THE TEXT. THE TEXT REFERS TO THE CLUSTER OF RELATED INDUSTRIES BY EXPLAINING GRAPHIC COMMUNICATIONS AND BY IDENTIFYING CAREER OPPORTUNITIES AVAILABLE TO INTERESTED AND TRAINED PERSONNEL. A RELATED DOCUMENT FOR SENIOR HIGH SCHOOLS IS AVAILABLE AS VT 011 864, (ALSO IN THIS ISSUE).(JS)

VT 011 872
HANDBOOK AND STUDY GUIDE FOR AVIATION MECHANICS I INSPECTION AUTHORIZATION.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C.
AC65.95-2A
DEPARTMENT OF TRANSPORTATION, FEDERAL AVIATION ADMINISTRATION, DISTRIBUTION UNIT, TAD-484.3, WASHINGTON, D.C. 20590 (NO CHARGE).
PUB DATE - 15APR69 32P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AVIATION MECHANICS; *INSPECTION; *EQUIPMENT EVALUATION; ADULT VOCATIONAL EDUCATION

ABSTRACT - PREPARED BY THE FLIGHT STANDARDS SERVICE OF THE FEDERAL AVIATION ADMINISTRATION, THIS HANDBOOK AND STUDY GUIDE IS PRIMARILY FOR USE BY PERSONS PREPARING FOR AIRCRAFT INSPECTION AUTHORIZATION, INCLUDING CONDUCTING ANNUAL AND PROGRESSIVE INSPECTIONS AND APPROVING MAJOR REPAIRS OF ALTERATIONS OF AIRCRAFT. CONTENTS COVER: (1) ISSUANCE, RENEWAL, AND CHANGE OF OPERATIONAL BASE OF INSPECTION AUTHORIZATION, (2) SUGGESTIONS FOR DEVELOPING GOOD OWNER/AUTHORIZED INSPECTOR RELATIONS, AND (3) BASIC FUNCTIONS OF AUTHORIZED INSPECTORS. PUBLICATIONS AND SAMPLE FORMS AND FIGURES ARE APPENDED. THE GUIDE MAY ALSO BE USEFUL TO AIRCRAFT MANUFACTURERS AND CERTIFIED REPAIR STATIONS. (AW)

VT 011 917
SUGGESTED CURRICULUM FOR MAINTENANCE MEN.

GILA RIVER CAREER CENTER, ARIZ.
CENTRAL ARIZONA COLL.
ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.
FOUR CORNERS REGIONAL COMMISSION, ARIZ.
PUB DATE - ND 30P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; *MAINTENANCE; BUILDINGS; EQUIPMENT MAINTENANCE; *REPAIR; *TEACHING GUIDES; ENTRY WORKERS

ABSTRACT - THIS GUIDE, ADAPTED FROM MATERIAL PREVIOUSLY DEVELOPED BY THE GILA RIVER CAREER CENTER IN COOPERATION WITH CENTRAL ARIZONA COLLEGE, THE ARIZONA STATE DEPARTMENT OF VOCATIONAL EDUCATION, AND THE FOUR CORNERS REGIONAL COMMISSION, IS INTENDED FOR INSTRUCTOR USE IN A BUILDING MAINTENANCE MAN PROGRAM. THE PROGRAM IS DESIGNED TO SATISFY THE FOLLOWING NEEDS: (1) STUDENT TRANSFER TO TRAINING FOR DIFFERENT JOB CLASSIFICATIONS, (2) STUDENT TRANSFER TO CENTRAL ARIZONA COLLEGE, (3) RAPID FEEDBACK, (4) MAXIMUM INDIVIDUALIZED INSTRUCTION, AND (5) ADMINISTRATIVE CONTROL. OBJECTIVES INCLUDE THE DEVELOPMENT OF AN AWARENESS OF BUILDING MAINTENANCE WORK AND A JOB-CENTERED APPROACH TO GENERALLY ACCEPTED WORK HABITS, ATTITUDES, AND HUMAN RELATIONS. THE COURSE CONSISTS OF NINE UNITS, EACH CONTAINING AN OUTLINE, SUGGESTED SUPPLEMENTAL TEACHING AIDS, AND TIME REQUIRED. (GEB)

VT 011 918
SUGGESTED CURRICULUM IN AUTOMOTIVE OCCUPATIONS.

GILA RIVER CAREER CENTER, ARIZ.
CENTRAL ARIZONA COLL.
ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.
FOUR CORNERS REGIONAL COMMISSION, ARIZ.
PUB DATE - ND 62P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; ATTENDANTS; *ATTENDANT TRAINING; *AUTO MECHANICS (OCCUPATION); AUTO MECHANICS; *TEACHING GUIDES; CAREER OPPORTUNITIES; VOCATIONAL EDUCATION; ENTRY WORKERS

ABSTRACT - ADAPTED FROM MATERIAL PREVIOUSLY DEVELOPED BY THE GILA RIVER CAREER CENTER IN COOPERATION WITH CENTRAL ARIZONA COLLEGE, THE ARIZONA STATE DEPARTMENT OF VOCATIONAL EDUCATION, AND THE FOUR CORNERS REGIONAL COMMISSION, THIS CURRICULUM GUIDE WAS DEVELOPED FOR INSTRUCTOR USE IN PREPARING STUDENTS TO QUALIFY FOR ENTRY LEVEL JOBS AS SERVICE MECHANICS OR SERVICE STATION ATTENDANTS. THE PROGRAM IS DESIGNED TO SATISFY SIX BASIC NEEDS: (1) STUDENT TERMINATION BEFORE COMPLETION, (2) STUDENT TRANSFER TO THE MORE COMPLEX JOB CLASSIFICATION, (3) STUDENT TRANSFER TO CENTRAL ARIZONA COLLEGE, (4) RAPID FEEDBACK, (5) MAXIMUM OF INDIVIDUALIZED INSTRUCTION, AND (6) ADMINISTRATIVE CONTROL. INCLUDED IN THE COURSE FOR AUTOMOTIVE SERVICE STATION ATTENDANTS ARE NINE BASIC UNITS, AND IN THE COURSE FOR AUTOMOBILE SERVICE MECHANICS THERE ARE 19 BASIC UNITS. EACH UNIT CONTAINS AN OUTLINE, SUGGESTED SUPPLEMENTAL TEACHING AIDS, AND THE REQUIRED TRAINING TIME FOR THE UNIT. (GEB)

VT 011 920
AUTO DAMAGE CORRECTION OCCUPATIONS; A

SUGGESTED OUTLINE OF SERVICE AND LEVELS FOR THE AUTOMOTIVE INDUSTRIES OCCUPATIONS. SPECIAL FIELD TEST EDITION.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF CONTINUING EDUCATION CURRICULUM SERVICES.
THE PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ALBANY, NEW YORK 12224 (SINGLE COPIES ONLY).
PUB DATE - 69 57P.

DESCRIPTORS - *CURRICULUM GUIDES; *AUTO BODY REPAIRMEN; *AUTO MECHANICS (OCCUPATION); *SKILLED OCCUPATIONS; REPAIR; *TRADE AND INDUSTRIAL EDUCATION; SKILLED WORKERS

ABSTRACT - THIS CURRICULUM GUIDE IS INTENDED TO ASSIST INSTRUCTORS IN IDENTIFYING AND ORGANIZING THE COURSE CONTENT NECESSARY TO PREPARE TRAINEES FOR ENTRY EMPLOYMENT IN THE FIELD OF AUTO DAMAGE CORRECTION SERVICES. BASED ON SERVICES TO BE PERFORMED, CONTENT IS DIVIDED INTO THE MAJOR AREAS OF GENERAL SERVICES, PAINT, BODY, AND FRAME, WITH THE INSTRUCTIONAL MATERIAL FOR EACH AREA PRESENTED IN OUTLINE FORM FOR BASIC, INTERMEDIATE, AND ADVANCED LEVELS. OUTLINES INCLUDE: (1) LEVEL, (2) TOPICS TO BE COVERED, (3) CONCEPTS TO BE DEVELOPED, (4) TEACHING SUGGESTIONS, AND (5) APPLICATIONS. A BIBLIOGRAPHY AND A LISTING OF OCCUPATIONS RANGING FROM ENTRY TO TECHNICAL LEVEL WITHIN THE FIELD OF AUTO DAMAGE CORRECTION ARE PROVIDED. (AW)

VT 011 930
KOERT, ADRIAN H.
TRAFFIC ENGINEERING TECHNICIAN PROGRAMS IN THE COMMUNITY COLLEGE.

MICHIGAN STATE UNIV., EAST LANSING. HIGHWAY TRAFFIC SAFETY CENTER.
AMERICAN ASSOCIATION OF JUNIOR COLLEGES, WASHINGTON, D.C.
AMERICAN ASSOCIATION OF JUNIOR COLLEGES, DUPONT CIRCLE, NW 410, WASHINGTON, D.C. 20036 ($1.50).
PUB DATE - 69 28P.

DESCRIPTORS - *JUNIOR COLLEGES; COURSE DESCRIPTIONS; TRAFFIC CONTROL; MOTOR VEHICLES; TRAFFIC REGULATIONS; *TECHNICAL EDUCATION; *HIGHWAY ENGINEERING AIDES; *MANPOWER NEEDS; SAFETY EDUCATION; TECHNICAL OCCUPATIONS; TRAFFIC SAFETY; *TRANSPORTATION; VEHICULAR TRAFFIC; VOCATIONAL SCHOOLS

ABSTRACT - THIS DOCUMENT, DEVELOPED BY THE AMERICAN ASSOCIATION OF JUNIOR COLLEGES WITH THE HELP OF THE AUTOMOTIVE SAFETY FOUNDATION, DESCRIBES THE POSSIBLE DIRECTIONS THAT ASSOCIATE DEGREE PROGRAMS MIGHT TAKE IN RESPONSE TO RECOGNIZED MANPOWER NEEDS IN THE DEVELOPMENT OF TRAFFIC ENGINEERING TECHNICIANS. THE DUTIES OF A TRAFFIC ENGINEERING TECHNICIAN, JOB OPPORTUNITIES, THE COMMUNITY COLLEGE AND THE NEED FOR TECHNICIANS, AND A RECOMMENDED TRAFFIC ENGINEERING TECHNOLOGY CURRICULUM ARE DESCRIBED. COURSE DESCRIPTIONS AND A REFERENCE BIBLIOGRAPHY ARE ALSO GIVEN. A RELATED DOCUMENT, THE ROLE OF THE COMMUNITY COLLEGE IN DEVELOPING TRAFFIC SPECIALISTS AND TECHNICIANS, IS AVAILABLE AS ED 025 244 (RIE MAY 1969). (GR)

VT 011 978
SAFE PRACTICES FOR WELDING AND CUTTING CONTAINERS THAT HAVE HELD COMBUSTIBLES.

AMERICAN WELDING SOCIETY, INC., NEW YORK, N.Y.
AWS A6.0-65
AMERICAN WELDING SOCIETY, 345 EAST 47TH STREET, NEW YORK, NEW YORK 10017 ($1.50).
PUB DATE - 65 21P.

DESCRIPTORS - *MANUALS; *WELDING; *TRADE AND INDUSTRIAL EDUCATION; SAFETY; VOCATIONAL EDUCATION; PUBLICATIONS; CLEANING

ABSTRACT - THIS MANUAL WAS PREPARED BY THE AMERICAN WELDING SOCIETY'S (AWS) COMMITTEE ON SAFETY RECOMMENDATIONS UNDER THE DIRECTION OF THE TECHNICAL ACTIVITIES COMMITTEE AND IS INTENDED AS A SAFE PRACTICES GUIDE FOR PERSONS WHO WELD OR CUT CONTAINERS THAT HAVE HELD COMBUSTIBLES. SECTIONS ARE: (1) SCOPE, (2) PREPARING THE CONTAINER FOR CLEANING, (3) WATER, HOT CHEMICAL SOLUTION, AND STEAM METHODS OF CLEANING, (4) MARKING OF SAFE CONTAINERS, (5) PREPARING THE CLEAN CONTAINER FOR WELDING OR CUTTING BY WATER FILLING TREATMENT AND BY THE INERT GAS TREATMENT, AND (6) WELDING OR CUTTING ON CONTAINERS THAT HAVE HELD COMBUSTIBLES. THE METHOD FOR TESTING WITH THE LARNER GAS SAMPLER IS APPENDED, AND OTHER AWS PUBLICATIONS AND PRICES ARE LISTED. (GEB)

VT 011 980
RECOMMENDED SAFE PRACTICES FOR GAS-SHIELDED ARC WELDING.

AMERICAN WELDING SOCIETY, INC., NEW YORK, N.Y.
AWS A6.1-66
AMERICAN WELDING SOCIETY, 345 EAST 47TH STREET, NEW YORK, NEW YORK 10017 ($1.00).
PUB DATE - 66 16P.

DESCRIPTORS - *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *WELDING; WELDERS; *SAFETY; *ACCIDENT PREVENTION

ABSTRACT - PREPARED BY THE AMERICAN WELDING SOCIETY'S COMMITTEE ON SAFETY RECOMMENDATIONS, THIS BULLETIN DISCUSSES THE POTENTIAL HAZARDS ASSOCIATED WITH THE GAS-SHIELDED ARC WELDING PROCESS AND GIVES RECOMMENDED CONTROL MEASURES. A BIBLIOGRAPHY AND A LISTING OF AMERICAN WELDING SOCIETY TECHNICAL PUBLICATIONS ARE ALSO PROVIDED. (AW)

VT 012 072
AUTO MECHANICS; WORKBOOK, PART 3.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
CALIFORNIA STATE DEPARTMENT OF EDUCATION, FISCAL OFFICE, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.50).
PUB DATE - 70 96P.

DESCRIPTORS - *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *ENGINES; LUBRICANTS; HIGH SCHOOLS; BIBLIOGRAPHIC CITATIONS; DIESEL ENGINES; MOTOR VEHICLES; *AUTO MECHANICS (OCCUPATION)

ABSTRACT - INTENDED FOR HIGH SCHOOL STUDENTS, THIS WORKBOOK FOR AUTO MECHANICS WAS PREPARED BY AN AUTO MECHANICS INSTRUCTOR FOR THE CALIFORNIA STATE DEPARTMENT OF EDUCATION UNDER THE DIRECTION OF AN ADVISORY COMMITTEE REPRESENTING EMPLOYERS AND EMPLOYEES. UNITS ARE: (1) ENGINE CONSTRUCTION AND OPERATION, (2) CLEANING AND MEASURING, (3) CYLINDERS, (4) CRANKSHAFTS AND FLYWHEELS, (5) CONNECTING RODS, (6) PISTONS, PINS, AND RINGS, (7) VALVE MECHANISMS, (8) ENGINE LUBRICATION, (9) ENGINE COOLING, AND (10) DIESEL ENGINES. TOPICS UNDER EACH UNIT PRESENT OBJECTIVES, A STUDY ASSIGNMENT IN ONE OR MORE OF THE SIX READING MATERIALS, AND A STUDY GUIDE OF APPROXIMATELY 25 QUESTIONS. A LIST OF THE INSTRUCTIONAL MATERIALS IS APPENDED. RELATED WORKBOOKS ARE AVAILABLE AS VT 002 761 AND VT 002 990 IN AIM SUMMER 1968. (GB)

VT 012 102
BASIC FIREFIGHTING PRACTICES.

ALASKA STATE DEPT. OF EDUCATION, JUNEAU. DIV. OF VOCATIONAL EDUCATION.
PUB DATE - SEP69 156P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *FIRE FIGHTERS; *FIRE SCIENCE EDUCATION; *FIRE PROTECTION; SAFETY EDUCATION; ADULT VOCATIONAL EDUCATION; INSTRUCTIONAL MATERIALS

ABSTRACT - PREPARED BY THE ALASKA STATE DIVISION OF VOCATIONAL EDUCATION FIRE SERVICE TRAINING PROGRAM IN COOPERATION WITH THE ALASKA STATE FIREFIGHTERS ASSOCIATION, THIS MANUAL IS DESIGNED PRIMARILY TO AID IN PREPARING VOLUNTEER AND PAID FIREMEN TO DEAL WITH THE PRACTICAL PROBLEMS OF FIRE SUPPRESSION. SECTIONS PRESENTING THE FUNDAMENTAL PRACTICES AND TECHNIQUES NECESSARY FOR EFFECTIVE FIRE SCENE OPERATIONS COVER: (1) FIRE DEPARTMENT SAFETY, (2) BEHAVIOR OF FIRE, (3) FIRST AID FIRE EXTINGUISHERS, (4) HOSE PRACTICES, (5) PUMPER OPERATION, (6) FIRE SERVICE LADDERS, (7) FORCIBLE ENTRY, (8) VENTILATION, (9) SALVAGE AND OVERHAUL, AND (10) STRATEGY, TACTICS, AND PRE-FIRE PLANNING. NUMEROUS PHOTOGRAPHS, LINE DRAWINGS, DIAGRAMS, AND CHARTS ARE INCLUDED. THE MANUAL MAY ALSO BE USED AS A GUIDE FOR FIRE DEPARTMENTS NEEDING A REVIEW OF BASIC SKILLS AND AS AN INFORMATION SOURCE FOR THOSE INTENDING TO TEACH THE SUBJECT IN ALASKA. (AW)

VT 012 104
ASBESTOS WORKERS; INSTRUCTOR'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($5.25 PLUS 25 POSTAGE AND HANDLING FOR EACH COPY).
PUB DATE - 70 404P.

DESCRIPTORS - *CURRICULUM GUIDES; *APPRENTICESHIPS; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION
IDENTIFIERS - *ASBESTOS WORKERS

ABSTRACT - DEVELOPED AS AN AID TO APPRENTICESHIP TRAINING FOR ASBESTOS WORKERS, THIS MANUAL INCLUDES 68 LESSONS UNDER EIGHT MAIN HEADINGS, WITH LESSONS PROVIDING CONTENT, PURPOSE OF ASSIGNMENT, INSTRUCTIONAL MATERIALS REQUIRED, REFERENCES, TEACHING SUGGESTIONS, AND IN SOME CASES QUESTIONS AND ANSWERS OR PROBLEMS. AREAS COVERED ARE: (1) ORIENTATION (FIVE LESSONS), (2) SAFETY (SEVEN LESSONS), (3) APPLIED MATH (12 LESSONS), (4) APPLIED SCIENCE (NINE LESSONS), (5) BLUEPRINT READING (FOUR LESSONS), (6) SHEET METAL LAYOUT AND FABRICATION (EIGHT LESSONS), (7) TYPICAL PIPING LAYOUTS OF A REFRIGERATION PROCESSING PLANT (ONE LESSON), AND (8) MATERIALS AND METHODS (22 LESSONS). THE MANUAL IS ILLUSTRATED WITH NUMEROUS DRAWINGS, DIAGRAMS, PHOTOGRAPHS, AND SAMPLE LAYOUTS. A GLOSSARY, LISTS OF SYMBOLS, TABLES OF WEIGHTS, PRESSURE CONVERSIONS, TAP AND DRILL SIZES, TEMPERATURE CONVERSIONS, MATHEMATICAL FORMULAS, AND FRACTION AND DECIMAL EQUIVALENTS ARE APPENDED. A RELATED LEARNER'S MANUAL IS AVAILABLE IN THIS ISSUE AS VT 012 583. (AW)

VT 012 112
BASIC HELICOPTER HANDBOOK.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C. FLIGHT STANDARDS SERVICE.
AC 61-13
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (AC 61-13, $1.00).
PUB DATE - 65 105P.

DESCRIPTORS - *AIRCRAFT PILOTS; *AVIATION TECHNOLOGY; *MANUALS; TECHNICAL EDUCATION; AVIATION VOCABULARY; AEROSPACE TECHNOLOGY; *FLIGHT TRAINING; *STUDY GUIDES
IDENTIFIERS - *HELICOPTER FLIGHT TRAINING

ABSTRACT - THIS HANDBOOK WAS PREPARED BY FLIGHT STANDARDS SERVICE AS A TECHNICAL MANUAL FOR APPLICANTS PREPARING FOR PRIVATE, COMMERCIAL, AND FLIGHT INSTRUCTOR PILOT CERTIFICATES WITH A HELICOPTER RATING. CURRENTLY CERTIFIED HELICOPTER FLIGHT INSTRUCTORS WILL ALSO FIND IT VALUABLE AS AN AID IN TRAINING STUDENTS, SINCE IT GIVES DETAILED COVERAGE OF HELICOPTER AERODYNAMICS, PERFORMANCE, AND FLIGHT MANEUVERS. IT DOES REPEAT INFORMATION COVERED IN "PRIVATE PILOTS HANDBOOK OF AERONAUTICAL KNOWLEDGE" (VT 012 166, ALSO IN THIS ISSUE). REFERENCES FOR ADDITIONAL STUDY AND A GLOSSARY ARE GIVEN. THIS HANDBOOK IS PROFUSELY ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. (AUTHOR/GR)

VT 012 132
STUDENT PILOT GUIDE.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C. FLIGHT STANDARDS SERVICE.
AC 61-12 C

SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (AC 61-12C, $.20).
PUB DATE - 68 35P.

DESCRIPTORS - *AIRCRAFT PILOTS; *TECHNICAL EDUCATION; *QUESTION ANSWER INTERVIEWS; *FLIGHT TRAINING; AVIATION TECHNOLOGY

ABSTRACT - THIS BOOKLET, PREPARED BY THE FEDERAL AVIATION ADMINISTRATION OF THE DEPARTMENT OF TRANSPORTATION, IS DESIGNED TO ENCOURAGE THE DEVELOPMENT OF CIVIL AVIATION BY PROVIDING GUIDANCE TO PROSPECTIVE STUDENT PILOTS AND THOSE ALREADY ENGAGED IN THEIR PRIMARY FLIGHT TRAINING. THE BOOKLET CONTAINS QUESTIONS AND ANSWERS ON HOW TO GET PILOT TRAINING, HOW TO PREPARE FOR THE PRIVATE PILOT WRITTEN TEST AND FLIGHT TEST. A SAMPLE TEST ON GENERAL AND VISUAL FLIGHT RULES, ADDITIONAL STUDY MATERIALS, AND DIRECTIONS ON HOW TO OBTAIN STUDY MATERIALS ARE GIVEN, ALONG WITH A LIST OF GENERAL AVIATION DISTRICT OFFICES. (GR)

VT 012 136
MAINTENANCE TIPS FOR CUSTODIANS.

WASHINGTON STATE DIV. OF VOCATIONAL EDUCATION, OLYMPIA.
PUB DATE - ND 35P.

DESCRIPTORS - *STUDY GUIDES; INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; ADULT VOCATIONAL EDUCATION; *CUSTODIAN TRAINING; *SCHOOL MAINTENANCE

ABSTRACT - DEVELOPED COOPERATIVELY BY THE PUGET SOUND MAINTENANCE AND OPERATIONS ASSOCIATION AND THE OFFICE OF THE WASHINGTON STATE SUPERINTENDENT OF PUBLIC INSTRUCTION, THIS MANUAL IS DESIGNED TO AID IN THE TRAINING OF PUBLIC SCHOOL CUSTODIAL AND OPERATIONAL PERSONNEL. CONTENTS PROVIDE GENERAL INFORMATION FOR FIVE MAINTENANCE AREAS, INCLUDING: (1) ELECTRICAL, (2) GLAZING, (3) GROUNDS CARE, (4) HARDWARE, AND (5) PLUMBING, WITH EACH SECTION BROKEN DOWN INTO SPECIFIC JOBS SUCH AS ELECTRICAL WIRING OR REPAIR OF FAUCETS. (AW)

VT 012 223
MINNESOTA SCHOOL BUS DRIVER'S HANDBOOK.

MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. SCHOOL TRANSPORTATION SECTION.
MINNESOTA STATE DEPT. OF HIGHWAYS, ST. PAUL.
MINNESOTA DEPARTMENT OF EDUCATION, CENTENNIAL BUILDING, ST. PAUL, MINNESOTA 55101 (NO CHARGE).
PUB DATE - NOV69 29P.

DESCRIPTORS - *MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *DRIVER EDUCATION; *TRAFFIC SAFETY; *SCHOOL SAFETY; TRAFFIC REGULATIONS; LEGAL RESPONSIBILITY; SCHOOL BUSES
IDENTIFIERS - *SCHOOL BUS DRIVERS

ABSTRACT - PREPARED BY THE MINNESOTA STATE DEPARTMENT OF EDUCATION AND HIGHWAY DEPARTMENT, THIS HANDBOOK PROVIDES SCHOOL BUS DRIVERS AND SCHOOL OFFICIALS WITH INFORMATION RELATING TO THE SAFE AND EFFICIENT TRANSPORTATION OF PUPILS. INFORMATION IS PROVIDED FOR: (1) LICENSING AND PHYSICAL EXAMINATION REQUIREMENTS, (2) DRIVER CONTRACT OBLIGATIONS, (3) CARE, USE, EQUIPMENT, AND INSPECTION OF VEHICLES, (4) REGULATIONS CONCERNING SPEED LIMITS, LIGHTED HEADLAMPS, RAILROAD CROSSINGS, AND SIGNALS, AND (5) RESPONSIBILITY AND TIPS FOR HANDLING CHILDREN. APPLICATION BLANKS AND FORMS FOR PHYSICAL EXAMINATION CAN BE OBTAINED FROM THE SOURCE OF AVAILABILITY CITED ABOVE. (EM)

VT 012 266
TRAINING PROGRAM FOR HOUSING MAINTENANCE EMPLOYEES.

NEW ORLEANS HOUSING AUTHORITY, LA.
NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS, WASHINGTON, D.C.
NAHRO PUB-NO-N544
NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS, 2600 VIRGINIA AVENUE, N.W., WASHINGTON, D.C. 20037 ($2.50).
PUB DATE - JUN70 34P.

DESCRIPTORS - *CURRICULUM GUIDES; EDUCATIONAL PROGRAMS; *BUILDING TRADES; *SKILLED OCCUPATIONS; *MAINTENANCE; *TRADE AND INDUSTRIAL EDUCATION
IDENTIFIERS - *HOUSING MAINTENANCE

ABSTRACT - THIS 6-MONTH TRAINING PROGRAM IS DESIGNED TO BRING INTO THE HOUSING AUTHORITY OF NEW ORLEANS (HANO) YOUNG, UNSKILLED MAINTENANCE TRAINEES HAVING POTENTIAL FOR ADVANCEMENT TO HIGHER SKILLED MAINTENANCE POSITIONS AND TO PROVIDE THEM TRAINING IN THE SPECIALIZED TYPE OF BUILDING MAINTENANCE REQUIRED BY THE HOUSING AUTHORITY. THE PROGRAM CONSISTS OF 158 HOURS OF INSTRUCTION IN 11 CATEGORIES OF BUILDING MAINTENANCE, UPON COMPLETION OF WHICH TRAINEES MUST BE ABLE TO PERFORM THE 79 JOBS THAT MAKE UP THE POSITION OF MAINTENANCE REPAIRMAN FOR HANO. CONTENTS INCLUDE: (1) BRIEF INTRODUCTORY INFORMATION, (2) PROGRAM STANDARDS, (3) STUDENT SELECTION AND QUALIFICATIONS AND GENERAL INFORMATION ON THE PROGRAM, (4) COURSE OUTLINE, AND (5) TRAINING PROGRAM SCHEDULE, LISTING TIME, DAY, AND DATE OF TRAINING, CATEGORY AND JOB NUMBER, HOURS PER INSTRUCTIONAL UNIT, AND INSTRUCTOR. DIRECTIONS FOR INSTRUCTORS AND VARIOUS SAMPLE FORMS ARE ALSO PROVIDED. (AW)

VT 012 314
AUTOMOBILE BODY REPAIR, WORKBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
BUREAU OF INDUSTRIAL EDUCATION, STATE DEPARTMENT OF EDUCATION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814 ($2.75).
PUB DATE - 70 177P.

DESCRIPTORS - *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *AUTO BODY REPAIRMEN; *APPRENTICESHIPS; MOTOR VEHICLES; REPAIR; SKILLED OCCUPATIONS; AUTO MECHANICS (OCCUPATION); BIBLIOGRAPHIC CITATIONS

ABSTRACT - INTENDED TO MEET CLASSROOM NEEDS IN APPRENTICESHIP PROGRAMS, THIS TRAINING MANUAL WORKBOOK ON AUTOMOBILE BODY REPAIR WAS DEVELOPED FOR THE CALIFORNIA STATE DEPARTMENT OF EDUCATION UNDER THE DIRECTION OF AN ADVISORY COMMITTEE REPRESENTING EMPLOYERS AND EMPLOYEES. CONTENTS ARE: (1) THE APPRENTICE AND HIS TRADE, (2) MATERIALS, (3) TOOLS AND EQUIPMENT, (4) BASIC AUTOMOBILE CONSTRUCTION, (5) BASIC METALWORKING OPERATIONS, (6) MAJOR BODY REPAIRS, (7) BODY UNIT REPAIRS, (8) FRAME AND FRONT-END WORK, (9) SPECIAL BODY-SHOP JOBS, (10) PAINTING, AND (11) ESTIMATING. TOPICS UNDER EACH MAJOR UNIT INCLUDE OBJECTIVES, RELATED MATERIALS, A STUDY GUIDE, AND WHEN APPROPRIATE, A STUDY ASSIGNMENT IN ONE OR MORE OF THE FOUR INSTRUCTIONAL TEXTS. APPENDED ARE A GLOSSARY OF TRADE TERMS AND A LIST OF ADDITIONAL INSTRUCTIONAL MATERIALS. (GB)

VT 012 328
GAILEY, DAVID S.
VOCATIONAL ELECTRONICS; AN INTEGRATED SECONDARY--POST SECONDARY CURRICULUM GUIDE (TENTATIVE).

UTAH STATE BOARD OF EDUCATION, SALT LAKE CITY. OFFICE OF VOCATIONAL EDUCATION.
PUB DATE - AUG70 55P.

DESCRIPTORS - *INDUSTRIAL EDUCATION; *STATE CURRICULUM GUIDES; *ELECTRONICS; ELECTRICAL SYSTEMS; ELECTRIC CIRCUITS; COURSE CONTENT; *SECONDARY EDUCATION; HIGH SCHOOLS; *POST SECONDARY EDUCATION; ARTICULATION (PROGRAM); PROGRAM COORDINATION; ELECTRICITY

ABSTRACT - TO PROVIDE CURRICULUM ARTICULATION BETWEEN SECONDARY AND POSTSECONDARY SCHOOLS OFFERING VOCATIONAL ELECTRONICS, THIS CURRICULUM GUIDE WAS DEVELOPED BY A WORKSHOP COMMITTEE IN COOPERATION WITH THE UTAH STATE BOARD OF EDUCATION. INCLUDED ARE UNITS TO BE COVERED, PURPOSES OF EACH UNIT, SUBUNITS NEEDED TO COVER THE UNIT, AND OBJECTIVES, WRITTEN IN STUDENT BEHAVIORAL TERMS AS RELATED TO EACH SUBUNIT. TOPICS ARE: (1) BASIC MATHEMATICS, (2) RELATED PHYSICS, (3) BASIC ELECTRICAL TERMS AND UNITS, (4) MEASURING INSTRUMENTS, (5) RESISTANCE, OHM'S LAW, WATT'S LAW, KIRCHHOFF'S LAW AND CIRCUITS, (6) DC CIRCUIT ANALYSIS, (7) PRINCIPLES OF MAGNETISM, (8) METER MOVEMENTS AND CIRCUITS, (9) INDUCTANCE AND CAPACITANCE IN DC CIRCUITS, (10) INTRODUCTION TO ALTERNATING CURRENT, (11) VECTORS AND PHASE IN AC CIRCUITS, (12) INDUCTIVE AND CAPACITIVE REACTANCE AND IMPEDANCE, (13) SERIES AND PARALLEL COMBINATIONS OF RESISTANCE, INDUCTANCE AND CAPACITANCE, (14) AC CIRCUIT ANALYSIS, AND (15) THE TRANSFORMER AS A COUPLING CIRCUIT. (GB)

VT 012 342
AN INSTRUCTOR'S GUIDE FOR A PROGRAM IN BRAKE SERVICES. TRADE AND TECHNICAL EDUCATION.

NEW YORK STATE EDUCATION DEPT., ALBANY.
THE PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ALBANY, NEW YORK 12224 (SINGLE COPIES AVAILABLE).
PUB DATE - 70 51P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *AUTO MECHANICS; *MECHANICS (PROCESS); *INSTRUCTIONAL MATERIALS; MECHANICAL SKILLS; AUDIOVISUAL AIDS; TRANSPARENCIES; GLOSSARIES; BIBLIOGRAPHIC CITATIONS; COURSE CONTENT; TECHNICAL EDUCATION

ABSTRACT - TO PRESENT AN UNDERSTANDING OF THE AUTOMOTIVE HYDRAULIC BRAKE SYSTEM AND TO HELP INDIVIDUALS DEVELOP NEW SKILLS FOR EMPLOYMENT IN A SPECIALIZED FIELD OF AUTOMOTIVE SERVICE, THIS TEACHING GUIDE WAS DEVELOPED BY THE NEW YORK STATE EDUCATION DEPARTMENT, BUREAU OF SECONDARY CURRICULUM DEVELOPMENT. INTENDED FOR USE IN SECONDARY SCHOOLS OR ADULT PROGRAMS, FOR TRAINING NEW WORKERS OR UPGRADING EXISTING PERSONNEL, TOPICS COVER: (1) INTRODUCTION, (2) THE BRAKE SYSTEM, (3) TYPES OF BRAKES, AND (4) DIAGNOSIS AND CORRECTION OF BRAKE PROBLEMS. OTHER SECTIONS COVER USE OF AUDIOVISUAL MATERIALS, PREPARATION AND USE OF TRANSPARENCIES, A GLOSSARY, BIBLIOGRAPHY, AND A SUGGESTED FINAL EXAMINATION. THE MATERIAL IS PRESENTED AS AN OUTLINE ON THE LEFT SIDE OF THE PAGES WITH RELATED INFORMATION AND TEACHING TECHNIQUES, METHODS, AND TIPS ON THE RIGHT SIDE OF THE PAGES. (GB)

VT 012 351
HENDERSON, G.E., COMP.
UNDERSTANDING ELECTRICITY AND ELECTRICAL TERMS, THEIR MEANING AND USE.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS.
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ENGINEERING CENTER, ATHENS, GEORGIA 30601.
PUB DATE - SEP70 33P.

DESCRIPTORS - *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; INSTRUCTIONAL MATERIALS; VOCATIONAL EDUCATION; INDUSTRIAL ARTS; VOCABULARY; SECONDARY GRADES; ILLUSTRATIONS

ABSTRACT - DEVELOPED BY THE AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, THIS STUDY GUIDE IS FOR STUDENT USE IN LEARNING THE BASIC ELECTRICAL TERMS. CONTENTS PROVIDE A DISCUSSION OF: (1) WHAT ELECTRICITY IS AND HOW IT ACTS, (2) COMMON ELECTRICAL TERMS, ESPECIALLY THOSE THAT APPEAR ON EQUIPMENT AND IN CONNECTION WITH WIRING, (3) TERMS USED IN CONNECTION WITH THE PURCHASE OF ELECTRICAL ENERGY, (4) HOW TO DETERMINE AMOUNTS OF ENERGY USED, AND (5) HOW TO FIGURE OPERATING COSTS. COLOR ILLUSTRATIONS ARE USED EXTENSIVELY THROUGHOUT THE MATERIAL. (GEB)

VT 012 377
AN INSTRUCTOR'S GUIDE FOR A PROGRAM IN ELECTRICAL SERVICES. AUTOMOTIVE INDUSTRIES OCCUPATIONS.

NEW YORK STATE EDUCATION DEPT., ALBANY.
BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
THE PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ALBANY, NEW YORK 12224

(SINGLE COPIES AVAILABLE).
PUB DATE - 70 110P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *ELECTRICAL SYSTEMS; AUTO MECHANICS; ELECTRIC BATTERIES; SECONDARY EDUCATION; *ADULT VOCATIONAL EDUCATION; ENTRY WORKERS; BIBLIOGRAPHIES; TRANSPARENCIES

ABSTRACT - DEVELOPED BY THE BUREAU OF SECONDARY CURRICULUM DEVELOPMENT, NEW YORK STATE DEPARTMENT OF EDUCATION, FROM THE SUGGESTED SERVICES LISTED IN "AUTOMOTIVE SERVICE OCCUPATIONS" FOR AUTOMOTIVE ELECTRIC SYSTEMS, THIS TEACHING GUIDE MAY BE USED FOR SECONDARY EDUCATION CLASSES OR FOR PREPARING ENTRY WORKERS OR ADULTS ALREADY WORKING AS AUTOMOTIVE MECHANICS. UNITS, ARRANGED BY CONTENT OUTLINE AND TEACHING APPROACHES, INCLUDE: (1) INTRODUCTION, (2) FUNDAMENTALS OF AUTOMOTIVE ELECTRICITY, (3) AUTOMOTIVE STORAGE BATTERIES, (4) CHARGING SYSTEMS, (5) STARTING SYSTEMS, (6) IGNITION SYSTEMS, AND (7) LIGHTING AND ELECTRICAL ACCESSORIES. EACH UNIT CONTAINS OBJECTIVES, REVIEW QUESTIONS, TEXTBOOK REFERENCES, FILMS, FILMSTRIPS, TRANSPARENCIES, AND A SUMMARY OF KEY POINTS. A COMPREHENSIVE OBJECTIVE FINAL EXAMINATION, GLOSSARY, BIBLIOGRAPHY, AND DIRECTORY FOR RESOURCE MATERIALS ARE APPENDED. (FM)

VT 012 392
AN INSTRUCTOR'S GUIDE FOR A PROGRAM IN TUNEUP SERVICES.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
THE PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ALBANY, NEW YORK 12224 (SINGLE COPIES AVAILABLE).
PUB DATE - 70 78P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *AUTO MECHANICS (OCCUPATION); VOCATIONAL EDUCATION; SECONDARY GRADES; INSTRUCTIONAL MATERIALS; ADULT EDUCATION; TEACHING GUIDES; GLOSSARIES; BIBLIOGRAPHIES

ABSTRACT - PREPARED BY THE BUREAU OF CONTINUING EDUCATION AND SECONDARY CURRICULUM DEVELOPMENT OF THE NEW YORK STATE EDUCATION DEPARTMENT, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING TUNEUP SERVICES IN THE HIGH SCHOOL OR ADULT EDUCATION PROGRAMS. UNITS ARE: (1) INTRODUCTION, (2) ENGINE SERVICE, (3) IGNITION SYSTEM SERVICE, (4) FUEL SYSTEM SERVICE, (5) BATTERY AND CHARGING SYSTEM SERVICE, (6) STARTING SYSTEM SERVICE, AND (7) COOLING SYSTEM SERVICE. EACH UNIT CONSISTS OF OBJECTIVES, CONTENT OUTLINE, QUESTIONS FOR REVIEW, AND AN INSTRUCTIONAL MATERIALS LIST. A FINAL EXAMINATION, SUGGESTIONS FOR USING AUDIOVISUAL MATERIALS, A GLOSSARY, A DIRECTORY OF RELATED COMPANIES, AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 012 432
A PLANNING GUIDE FOR TRADE AND INDUSTRIAL EDUCATION PROGRAMS IN VIRGINIA'S PUBLIC SCHOOLS.

VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. TRADE AND INDUSTRIAL EDUCATION SERVICE.
PUB DATE - AUG70 42P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STATE CURRICULUM GUIDES; SECONDARY EDUCATION; ADULT VOCATIONAL EDUCATION; POST SECONDARY EDUCATION; DISADVANTAGED GROUPS; EDUCATIONAL PLANNING; *EDUCATIONAL PROGRAMS

ABSTRACT - THIS GUIDE SUMMARIZES THE RECOMMENDED CURRICULUMS FOR TRADE AND INDUSTRIAL EDUCATION PROGRAMS IN VIRGINIA. ALL PUBLIC PROGRAMS ARE CONSIDERED, INCLUDING POSTSECONDARY AND ADULT EDUCATION OFFERINGS. A 5 YEAR SEQUENTIAL PROGRAM IS OUTLINED, WITH 2 YEARS OF ORIENTATION FOLLOWED BY 3 YEARS OF IN-DEPTH TRAINING IN A SPECIFIC FIELD. IN ADDITION TO THE THREE PHASES OF THE 5 YEAR PROGRAM FOR GRADES 7 THROUGH 12, THE RECOMMENDED COMPREHENSIVE PROGRAM INCLUDES AS A FOURTH PHASE THE POSTSECONDARY AND ADULT EDUCATION COMPONENT. IN ADDITION TO ITS USEFULNESS TO ADMINISTRATORS AS A PLANNING AID, THE GUIDE CAN HELP COUNSELORS, TEACHERS, AND OTHERS TO UNDERSTAND SUCH PROGRAMS. (BH)

VT 012 485
FOOD FOR THOUGHT; CAREERS IN THE RESTAURANT INDUSTRY.

OHIO STATE RESTAURANT ASSOCIATION, COLUMBUS, OHIO.
OHIO STATE RESTAURANT ASSOCIATION, 40 SOUTH THIRD STREET, SUITE 418, COLUMBUS, OHIO 43215 ($.10).
PUB DATE - 68 23P.

DESCRIPTORS - *FOOD SERVICE INDUSTRY; RESOURCE MATERIALS; *FOOD SERVICE OCCUPATIONS; *DISTRIBUTIVE EDUCATION; *CAREER OPPORTUNITIES; *OCCUPATIONAL INFORMATION

ABSTRACT - DESIGNED TO PRESENT GENERAL INFORMATION ON CAREERS IN THE RESTAURANT INDUSTRY, THIS BOOKLET OF THE OHIO RESTAURANT ASSOCIATION DISCUSSES: (1) JOB SECURITY, (2) VARIETY IN THE INDUSTRY, (3) WORKING HOURS, (4) PAY AND FRINGE BENEFITS, (5) OPPORTUNITY FOR ADVANCEMENT, (6) JOB QUALIFICATIONS, (7) WHERE TO LOOK FOR JOBS IN THE INDUSTRY, (8) DIFFERENT TYPES OF JOBS IN THE RESTAURANT INDUSTRY, (9) EDUCATIONAL REQUIREMENTS, AND (10) A LISTING OF SCHOOLS OFFERING VOCATIONAL TRAINING IN THE HOTEL AND RESTAURANT FIELD. THE PAMPHLET IS ILLUSTRATED WITH NUMEROUS LINE DRAWINGS. (AW)

VT 012 554
MAINTAINING THE LIGHTING AND WIRING SYSTEM.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ENGINEERING CENTER, ATHENS, GEORGIA 30601.
PUB DATE - JAN71 66P.

DESCRIPTORS - *MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *MAINTENANCE; *ELECTRICAL APPLIANCE SERVICEMEN; ELECTRICAL SYSTEMS; ELECTRIC CIRCUITS; VOCATIONAL EDUCATION;

INDUSTRIAL ARTS; INSTRUCTIONAL MATERIALS; ELECTRICITY; APPLIANCE REPAIRING

ABSTRACT - PREPARED BY THE AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, THIS ILLUSTRATED MANUAL IS FOR STUDENT USE IN LEARNING THE PRINCIPLES OF MAINTAINING A LIGHTING AND WIRING SYSTEM. THE MATERIAL IS DESIGNED FOR PERSONS INTERESTED IN LEARNING HOW TO DO HOME ELECTRICAL MAINTENANCE. THE FIRST PART OF THE MANUAL CONSISTS OF FOUR UNITS ON REPAIRING SERVICE CORDS, AND THE LAST PORTION CONSISTS OF NINE UNITS ON MAINTAINING THE PERMANENT WIRING SYSTEM. NUMEROUS DIAGRAMS AUGMENT THE TEXTUAL MATERIAL. (GEB)

VT 012 583
ASBESTOS WORKERS; LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210.
PUB DATE - 70 367P.

DESCRIPTORS - *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *APPRENTICESHIPS; *INDUSTRIAL TRAINING; REFRIGERATION MECHANICS; *SHEET METAL WORK; GLOSSARIES; ILLUSTRATIONS; BLUEPRINTS; SAFETY

ABSTRACT - INTENDED AS AN AID TO APPRENTICESHIP TRAINING FOR ASBESTOS WORKERS, THIS LEARNER'S WORKBOOK WAS DEVELOPED BY THE OHIO TRADE AND INDUSTRIAL EDUCATION SERVICES. TOPICS ARE: (1) ORIENTATION, (2) SAFETY, (3) APPLIED MATH, (4) APPLIED SCIENCE, (5) BLUEPRINT READING, (6) SHEET METAL LAYOUT AND FABRICATION, (7) TYPICAL PIPING LAYOUTS OF A REFRIGERATION PROCESSING PLANT, AND (8) MATERIALS AND METHODS. EXERCISES AND ILLUSTRATIONS ARE PRESENTED IN THE LESSONS. A GLOSSARY AND NUMEROUS TABLES ARE APPENDED. A RELATED DOCUMENT PREVIOUSLY PROCESSED IS VT 012 104, ASBESTOS WORKERS--INSTRUCTOR'S MANUAL (ALSO IN THIS ISSUE). (GB)

VT 012 609
BIBLIOGRAPHY OF TRAINING AIDS. 2ND EDITION.

AIR CONDITIONING AND REFRIGERATION INST., ARLINGTON, VA.
DIRECTOR OF MANPOWER DEVELOPMENT, AIR-CONDITIONING AND REFRIGERATION INSTITUTE, 1815 N. FORT MYER DRIVE, ARLINGTON, VIRGINIA 22209 ($1.00).
PUB DATE - SEP70 112P.

DESCRIPTORS - *ANNOTATED BIBLIOGRAPHIES; *INSTRUCTIONAL AIDS; *AUDIOVISUAL AIDS; *AIR CONDITIONING; *REFRIGERATION; HIGH SCHOOLS; POST SECONDARY EDUCATION

ABSTRACT - A REVISION OF ED 018 650 THIS ANNOTATED BIBLIOGRAPHY PREPARED BY THE AIR-CONDITIONING AND REFRIGERATION INSTITUTE LISTS TRAINING MATERIALS, FILMS, AND ANCILLARY VISUAL AIDS AVAILABLE FROM 34 MEMBER COMPANIES FOR USE IN AIR-CONDITIONING AND REFRIGERATION TRAINING PROGRAMS. OVER 160 VISUAL TRAINING AIDS ARE LISTED, ARRANGED UNDER THE FOLLOWING CATEGORIES: (1) BOOKLETS, CATALOGUES, AND MANUALS, (2) TECHNICAL ARTICLES AND BULLETINS, (3) CHARTS AND TABLES, (4) REFERENCE GUIDES, (5) FILMS, (6) STRIP FILM SETS, (7) SLIDE SETS, AND (8) TEACHING MODELS AND TRAINERS. EIGHTEEN AUDIOVISUAL AIDS LISTED INCLUDE STRIP FILM AND RECORD/CASSETTE SETS, SLIDE RECORD SETS, AND SOUND MOTION FILMS. A FIELD SERVICE TRAINING-MOBILE LABORATORY, TWO GUEST LECTURER PROGRAMS, AND A LISTING OF SERVICE TRAINING MATERIALS FOR TRANSPORT REFRIGERATION MECHANICS ARE ALSO GIVEN. LISTINGS PROVIDE AN IDENTIFICATION CODE, TITLE OF THE ITEM, BRIEF DESCRIPTION, APPROPRIATE EDUCATIONAL LEVEL, PRICE, AVAILABILITY SOURCE, AND ADDITIONAL INFORMATION NECESSARY FOR ORDERING THE MATERIAL. (AW)

VT 012 610
TEACHING PLANS. PREPARATORY COURSE FOR THE BARBER TRADE, PART III.

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION.
PUB DATE - 63 66P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *BARBERS; VOCATIONAL EDUCATION; ADULT EDUCATION PROGRAMS; *SERVICE OCCUPATIONS; LESSON PLANS; SKILL DEVELOPMENT

ABSTRACT - PREPARED BY THE DIVISION OF VOCATIONAL EDUCATION OF THE CONNECTICUT STATE DEPARTMENT OF EDUCATION, THIS TEACHING GUIDE IS THE THIRD PART OF A 4-PART SERIES AND IS FOR INSTRUCTOR USE IN PRESENTING THE THEORY AND PRACTICE OF THE BARBERING TRADE. THE CONTENTS ARE DIVIDED INTO SIX BLOCKS: (1) HISTORY OF BARBERING AND ORIENTATION, (2) INSTRUMENTS AND ACCESSORIES, (3) PRACTICAL SKILLS, (4) BACTERIOLOGY, (5) SYSTEMS OF THE BODY, AND (6) CHEMISTRY. THE LESSON PLANS INCLUDE THE AIMS, PREPARATION, PRESENTATION SUGGESTIONS, AND APPLICATIONS OF THE VARIOUS ASPECTS OF BARBERING. PARTS I AND II ARE AVAILABLE AS VT 012 612, AND PART IV IS AVAILABLE AS VT 012 611, ALSO IN THIS ISSUE. (GEB)

VT 012 611
TRADE THEORY TESTS. PREPARATORY COURSE FOR THE BARBER TRADE, PART IV.

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION.
PUB DATE - 63 45P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *BARBERS; *TESTS; VOCATIONAL EDUCATION; ADULT EDUCATION PROGRAMS; *SERVICE OCCUPATIONS; SKILL DEVELOPMENT; REFERENCE MATERIALS; BIBLIOGRAPHIES

ABSTRACT - PREPARED BY THE DIVISION OF VOCATIONAL EDUCATION OF THE CONNECTICUT STATE DEPARTMENT OF EDUCATION, THIS DOCUMENT IS THE FOURTH IN A 4-PART SERIES AND CONTAINS THEORY TESTS OF THE BARBERING TRADE. THE TESTS ARE

OBJECTIVE IN NATURE INCLUDING MATCHING AND TRUE-FALSE QUESTIONS. A BIBLIOGRAPHY AND REFERENCE MATERIALS ARE APPENDED. PART I AND II ARE AVAILABLE AS VT 012 612, AND PART III IS AVAILABLE AS VT 012 610, ALSO IN THIS ISSUE. (GEB)

VT 012 612
INSTRUCTOR'S MANUAL. PREPARATORY COURSE FOR THE BARBER TRADE, PARTS I AND II.

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION.
PUB DATE - 63 69P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *BARBERS; *MANUALS; VOCATIONAL EDUCATION; ADULT EDUCATION PROGRAMS; *SERVICE OCCUPATIONS; LESSON PLANS; SKILL DEVELOPMENT

ABSTRACT - PREPARED BY THE DIVISION OF VOCATIONAL EDUCATION OF THE CONNECTICUT STATE DEPARTMENT OF EDUCATION, THIS MANUAL IS PART OF A 3-PART SERIES AND WAS ASSEMBLED FOR USE BY INSTRUCTORS IN PRESENTING MATERIAL AND MOTIVATING STUDENTS INTERESTED IN THE BARBER TRADE. PART I PROVIDES THE TRADE AND RELATED OUTLINES FOR THE COURSE, INCLUDING ESTIMATED HOURS OF INSTRUCTION, TRADE THEORY AND PRACTICE, SOCIAL STUDIES, ENGLISH, AND MATHEMATICS, WHILE PART II CONSISTS OF A WEEKLY SCHEDULE FOR TRADE AND RELATED INSTRUCTION WHICH CORRELATES THE TRADE THEORY AND RELATED INSTRUCTION. EACH PART CONTAINS SEVERAL BLOCKS, AND THE ENTIRE COURSE IS ARRANGED FOR 1,300 HOURS. PARTS III AND IV ARE AVAILABLE AS VT 012 610 AND VT 012 611, ALSO IN THIS ISSUE. (GEB)

VT 012 627
NUMERICAL CONTROL OF MACHINE TOOLS, POINT-TO-POINT SYSTEM. A SUGGESTED GUIDE FOR A TRAINING COURSE.

BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
OE-87051
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (HE5.287:87051, $1.00).
PUB DATE - 70 104P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *MACHINE TOOLS; *RESOURCE MATERIALS; MACHINE TOOL OPERATORS; COURSE CONTENT; BLUEPRINTS; PROGRAMING; BIBLIOGRAPHIC CITATIONS; FILMS; HYDRAULICS; ELECTRONICS; ELECTRICAL SYSTEMS; ELECTRICITY; TECHNICAL EDUCATION
IDENTIFIERS - MDTA PROGRAMS; *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS

ABSTRACT - TO ASSIST IN ORGANIZING AND CONDUCTING MANPOWER DEVELOPMENT, TRAINING, AND RETRAINING PROGRAMS, THIS INDIVIDUALLY AUTHORED GUIDE AND RESOURCE MANUAL PROVIDES A COURSE OUTLINE FOR 60 HOURS OF INSTRUCTION IN NUMERICALLY CONTROLLED MACHINE TOOLS PROGRAMING AND OPERATION. COURSE UNITS ARE: (1) INTRODUCTION TO NUMERICAL CONTROL, (2) BLUEPRINT INTERPRETATION, (3) MACHINING METHODOLOGY, (4) HOLDING DEVICES, (5) PROGRAMING 1 AND 2: TWO AXIS, (6) TAPE, (7) TEST THE PROGRAM, (8) BASIC ELECTRICITY, (9) HYDRAULICS, (10) BASIC ELECTRONICS DEVICES, (11) CONTROL SYSTEMS, (12) AUXILLIARY FUNCTIONS, (13) PROGRAMING 1, 2 AND 3: THREE AXIS, (14) PROGRAMING A SLOPE, (15) PROGRAMING AN ARC OR CIRCLE, (16) TEST THE PROGRAMS, AND (17) COMPUTER ASSISTANCE. A BIBLIOGRAPHY AND A LISTING OF 21 FILMS ARE INCLUDED, AND AN INSTRUCTOR'S LESSON PLAN, FLOOR PLANS, EQUIPMENT LISTS, AND TEACHING TIPS ARE APPENDED. (GB)

VT 012 632
CURRICULUM GUIDE FOR TRADES AND INDUSTRIES BUILDING CONSTRUCTION PROGRAMS.

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. TRADE AND INDUSTRIAL EDUCATION SECTION
VOCATIONAL EDUCATION MEDIA CENTER, CLEMSON UNIVERSITY, CLEMSON, SOUTH CAROLINA 29631 ($1.75).
PUB DATE - 70 95P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; INSTRUCTIONAL MATERIALS; TEACHING GUIDES; *CONSTRUCTION INDUSTRY; VOCATIONAL EDUCATION; INDUSTRIAL ARTS; REFERENCE MATERIALS; SECONDARY GRADES

ABSTRACT - PREPARED BY THE OFFICE OF VOCATIONAL EDUCATION OF THE SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION IN COOPERATION WITH THE DEPARTMENT OF INDUSTRIAL EDUCATION AND THE VOCATIONAL EDUCATION MEDIA CENTER OF CLEMSON UNIVERSITY, THIS CURRICULUM GUIDE IS FOR TEACHER USE IN A 2-YEAR HIGH SCHOOL AND AREA VOCATIONAL CENTER BUILDING CONSTRUCTION PROGRAM. THE MATERIAL IS AIMED TOWARD THE DEVELOPMENT OF BASIC MANIPULATIVE SKILLS AND KNOWLEDGE REQUIRED FOR ENTRY INTO THE OCCUPATION OF THE STUDENT'S CHOICE, ALONG WITH THE DEVELOPMENT OF DESIRABLE WORK HABITS AND ATTITUDES. SPECIFIC OBJECTIVES, PROGRAM DESCRIPTION, THE DUTIES OF A CARPENTER, AND AN OUTLINE FOR A 2-YEAR CARPENTRY COURSE ARE INCLUDED IN THIS GUIDE. A CONSIDERABLE AMOUNT OF SUPPLEMENTARY INSTRUCTIONAL MATERIAL AND ADDITIONAL SOURCES OF INFORMATION ARE APPENDED. TRANSPARENCIES TO ACCOMPANY THIS MATERIAL ARE AVAILABLE AS VT 012 633, ALSO IN THIS ISSUE. (GEB)

VT 012 633
BUILDING CONSTRUCTION EQUIPMENT (TRANSPARENCIES).

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION
VOCATIONAL EDUCATION MEDIA CENTER, CLEMSON UNIVERSITY, CLEMSON, SOUTH CAROLINA 29631 ($3.75 PER SET OF TRANSPARENCIES).
PUB DATE - 70 24P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *BUILDING TRADES; *CONSTRUCTION INDUSTRY; *TRANSPARENCIES; *INSTRUCTIONAL

MATERIALS; CURRICULUM GUIDES; VOCATIONAL EDUCATION; TEACHING GUIDES; INDUSTRIAL ARTS; REFERENCE MATERIALS; SECONDARY GRADES

ABSTRACT - PREPARED BY THE OFFICE OF VOCATIONAL EDUCATION OF THE SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION IN COOPERATION WITH THE DEPARTMENT OF INDUSTRIAL EDUCATION AND THE VOCATIONAL EDUCATION MEDIA CENTER OF CLEMSON UNIVERSITY, THESE 20 TRANSPARENCIES AND MASTERS WERE DEVELOPED FOR TEACHER USE IN TRADE AND INDUSTRIES BUILDING CONSTRUCTION PROGRAMS. THEY ARE INTENDED FOR USE IN HIGH SCHOOLS AND AREA VOCATIONAL CENTERS AND ARE TO BE USED WITH A RELATED CURRICULUM GUIDE AVAILABLE AS VT 012 632, ALSO IN THIS ISSUE. (GEB)

VT 012 648
CARMODY, JOHN F.
BASIC AUTOMOTIVE AIR CONDITIONING.

BERGEN COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOL, HACKENSACK, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - JAN71 162P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *TECHNICAL EDUCATION; *AUTO MECHANICS; *AIR CONDITIONING; AIR CONDITIONING EQUIPMENT; GLOSSARIES; HAND TOOLS; ILLUSTRATIONS

ABSTRACT - THIS BOOK, INDIVIDUALLY AUTHORED IN COOPERATION WITH RUTGERS UNIVERSITY, PRESENTS PRINCIPLES AND RELATED THEORY OF AN AUTOMOTIVE AIR CONDITIONING SYSTEM. INTENDED FOR TEACHER AND STUDENT USE IN VOCATIONAL HIGH SCHOOL PROGRAMS, THE UNITS OF INSTRUCTION INCLUDE: (1) BASIC PRINCIPLES, (2) SPECIAL TOOLS AND EQUIPMENT, (3) THE DRIVE BELT, (4) THE ELECTRO-MAGNETIC CLUTCH, (5) THE COMPRESSOR, (6) SERVICE VALVES, (7) BASIC SERVICE PROCEDURES, (8) COMPRESSOR CRANKSHAFT SEAL REPAIR PROCEDURES, (9) THE CONDENSER, (10) THE RECEIVER DRIER, (11) THERMOSTATIC-EXPANSION VALVE FUNCTIONS, (12) THE EVAPORATOR, (13) THE ELECTRICAL CONTROL SYSTEM, (14) TESTING, AND (15) TUBING. THE LESSONS ARE PRESENTED IN OUTLINE FORM WITH NUMEROUS ILLUSTRATIONS. A GLOSSARY AND ACHIEVEMENT TESTS ARE APPENDED. (GB)

VT 012 649
KANE, CATHERINE
DRAPERY MAKING--I.

MARIE H. KATZENBACH SCHOOL FOR THE DEAF, WEST TRENTON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - JUN64 216P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *SLOW LEARNERS; *DEAF; *TEXTBOOKS; *SEWING INSTRUCTION; OCCUPATIONAL HOME ECONOMICS; DEAF EDUCATION; SEMISKILLED OCCUPATIONS; TESTS; ILLUSTRATIONS; VOCABULARY

ABSTRACT - DEVELOPED BY SUBJECT MATTER SPECIALISTS OF THE MARIE H. KATZENBACH SCHOOL FOR THE DEAF AND TESTED IN SCHOOLS AND SHOPS, THIS BOOK WAS WRITTEN FOR DEAF STUDENTS OR SLOW LEARNERS WHO ARE INTERESTED IN LEARNING DRAPERY MAKING AS A TRADE. UNITS ARE: (1) INTRODUCTION TO DRAPERY MAKING, (2) GOOD WORK HABITS, (3) CARE AND USE OF TOOLS AND EQUIPMENT, (4) FABRIC STUDY, (5) DRAPERIES, (6) CURTAINS, (7) ARITHMETIC FOR DRAPERY MAKING, AND (8) INSTRUCTION SHEETS. LESSONS CONTAINING OBJECTIVES, INFORMATION, VOCABULARY TERMS, ASSIGNMENTS, AND ILLUSTRATIONS ACCOMPANY EACH UNIT. A GLOSSARY AND ACHIEVEMENT TESTS FOR THE UNITS ARE INCLUDED. (SB)

VT 012 655
DARMSTADTER, NEILL, COMP.
TRUCK DRIVER TRAINING; A MANUAL FOR DRIVER-TRAINERS.

AMERICAN TRUCKING ASSOCIATIONS, INC., WASHINGTON, D.C. DEPT. OF SAFETY.
ATA PUBLICATION NUMBER CO 920
AMERICAN TRUCKING ASSOCIATIONS, INC., ATTN: ORDERS SECTION, 1616 P STREET, N.W., WASHINGTON, D.C. 20036 (ORDER NO: CO920, $3.50).
PUB DATE - 70 79P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *CURRICULUM GUIDES; TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *TRAINERS; *DRIVER EDUCATION; TRAFFIC SAFETY
IDENTIFIERS - *TRUCK DRIVER TRAINING

ABSTRACT - DEVELOPED BY THE AMERICAN TRUCKING ASSOCIATIONS' COUNCIL OF SAFETY SUPERVISORS, COMMITTEE ON DRIVER SUPERVISION AND TRAINING, THIS MANUAL IS INTENDED TO ASSIST DRIVER-TRAINERS IN CONDUCTING INSERVICE TRUCK DRIVER TRAINING PROGRAMS. CONTENTS COVER: (1) ORGANIZING THE PROGRAM, INCLUDING QUALIFICATIONS AND SELECTION OF TRAINERS, (2) PROFESSIONAL DRIVERS AND THEIR IMPRESSION ON THE PUBLIC, (3) DRIVING SAFETY RULES, (4) BASIC INFORMATION ABOUT DRIVING EQUIPMENT, (5) EQUIPMENT INSPECTION, (6) BASIC TECHNIQUES FOR OPERATING COMMERCIAL VEHICLES, (7) ADDITIONAL INFORMATION NECESSARY FOR OPERATING "DOUBLES" COMBINATION (TRACTOR, SEMITRAILER, FULL-TRAILER COMBINATION), (8) TECHNIQUES FOR TRAINING AND TESTING, (9) DRIVER CONDUCT AT AN ACCIDENT SCENE, (10) FIRE PREVENTION AND CONTROL, (11) FIRST AID, (12) CHECKLIST FOR DRIVER-TRAINER TO ASSURE COMPLETE TRAINING, AND (13) AN OUTLINE OF A CONTINUING DRIVER TRAINING PROGRAM. A BIBLIOGRAPHY IS ALSO PROVIDED. (AW)

VT 012 667
FARIS, KAMIL J.
REFRIGERATION--I.

PASSAIC COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOL, PATERSON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($3.00).
PUB DATE - SEP70 279P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TECHNICAL EDUCATION; *LESSON PLANS; *STUDY GUIDES; *REFRIGERATION; REFRIGERATION MECHANICS; HAND TOOLS; ILLUSTRATIONS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS BOOK, INDIVIDUALLY AUTHORED IN COOPERATION WITH RUTGERS UNIVERSITY, PRESENTS AN INTRODUCTION TO THE PRINCIPLES OF REFRIGERATION IN THE FORM OF LESSON PLANS AND JOB SHEETS. INTENDED FOR STUDENT USE IN VOCATIONAL HIGH SCHOOLS AND ADULT EVENING PROGRAMS, THE STUDY UNITS INCLUDE: (1) TOOLS, (2) COPPER TUBING, (3) COMPRESSORS, (4) LUBRICATION, (5) GAGES, (6) CONDENSERS, (7) LIQUID RECEIVERS, AND (8) EVAPORATORS. OBJECTIVES, RELATED INFORMATION, AND ASSIGNMENTS ACCOMPANY THE LESSONS OF EACH UNIT, AND NUMEROUS ILLUSTRATIONS ARE PRESENTED TO AID IN UNDERSTANDING THE TASKS SET FORTH. UNIT TESTS ARE APPENDED. (GR)

VT 012 670
WISCONSIN SCHOOL BUS DRIVER IN-SERVICE PROGRAM--FIRST YEAR.

WISCONSIN STATE DEPT. OF PUBLIC INSTRUCTION, MADISON.
DE 70-002
PUB DATE - ND 65P.

DESCRIPTORS - *REFRESHER COURSES; SCHOOL BUSES; *INSERVICE COURSES; *TRADE AND INDUSTRIAL EDUCATION; STUDENT TRANSPORTATION; BUS TRANSPORTATION; DRIVER EDUCATION; *TRAFFIC SAFETY; ADULT VOCATIONAL EDUCATION; *STATE PROGRAMS; INSTRUCTIONAL MATERIALS
IDENTIFIERS - *SCHOOL BUS DRIVERS

ABSTRACT - SPONSORED JOINTLY BY THE DEPARTMENT OF PUBLIC INSTRUCTION AND THE STATE OF WISCONSIN VOCATIONAL, TECHNICAL AND ADULT EDUCATION SYSTEM, THIS REFRESHER COURSE FOR WISCONSIN SCHOOL BUS DRIVERS IS DESIGNED TO PROVIDE TRAINING BEYOND THE MINIMAL TECHNIQUES AND KNOWLEDGE REQUIRED OF THE HOLDER OF A SCHOOL BUS DRIVER'S LICENSE. AN INTRODUCTORY SECTION ESTABLISHING RESPONSIBILITY FOR IN-SERVICE GROWTH IS FOLLOWED BY UNITS ON: (1) GROWTH AND DEVELOPMENT OF BUS RIDER, COVERING PHYSICAL, SOCIAL, INTELLECTUAL, AND EMOTIONAL DIFFERENCES OF BUS PASSENGERS, (2) GROWTH AND DEVELOPMENT OF BUS DRIVERS, (3) DISCIPLINE AND BEHAVIOR PROBLEMS, CONCERNING THE NATURE OF DISCIPLINE, FACTORS THAT CAUSE PROBLEMS, AND PUNISHMENT, (4) NON-PERSONAL FACTORS INFLUENCING TRANSPORTATION PROBLEMS, SUCH AS PUBLIC RELATIONS, SCHOOL AND COMMUNITY POLICIES, SCHOOL-COMMUNITY COOPERATION, AND EFFECTIVE NEWS MEDIA, AND (5) EMERGENCY PROCEDURES FOR BUS DRIVERS, INCLUDING FIRST AID, BAD WEATHER PRECAUTIONS, AND EMERGENCY EVACUATION PROCEDURES. A TABLE OF PSYCHOPHYSICAL TRAITS WHICH INFLUENCE DRIVING ABILITY IS ALSO GIVEN. (AW)

VT 012 683
ELECTRICITY--ELECTRONICS. SYLLABUS IN TECHNICAL SUBJECTS, (TENTATIVE).

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
PUB DATE - 69 66P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; *ELECTRONIC TECHNICIANS; TEACHING GUIDES; DRAFTING; ELECTRIC CIRCUITS; VOCATIONAL EDUCATION; TECHNICAL OCCUPATIONS; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED BY THE BUREAU OF SECONDARY CURRICULUM DEVELOPMENT OF THE NEW YORK STATE EDUCATION DEPARTMENT IN COOPERATION WITH AN ADVISORY COMMITTEE, THIS TENTATIVE CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING TECHNICAL ELECTRICITY AND ELECTRONICS OVER A 2 OR 3-YEAR PERIOD. TOPICS ARE: (1) ELECTRICITY, WHICH CONSISTS OF 20 UNITS, INCLUDING CIRCUITS, MEASUREMENTS, CONDUCTORS, MAGNETISM, DC MOTORS AND GENERATORS, TRANSFORMERS, BATTERIES, AND RELAYS, (2) ELECTRONICS, WHICH CONSISTS OF 11 UNITS, INCLUDING ELECTRON THEORY AND DEVICES, COMMUNICATIONS, AND CIRCUITING, (3) ELECTRICAL CONSTRUCTION, WHICH CONSISTS OF FOUR UNITS, AND (4) ELECTRICAL-ELECTRONIC DRAFTING, WHICH CONSISTS OF 13 UNITS, INCLUDING LETTERING, SCHEMATIC LAYOUT PROCEDURES, AND BLOCK DIAGRAM. EACH UNIT IS OUTLINED WITH SUGGESTIONS FOR TEACHER PRESENTATIONS. A BIBLIOGRAPHY IS INCLUDED, AND AN INTRODUCTORY SECTION PROVIDES OBJECTIVES, SUGGESTIONS FOR THE TEACHER, COURSE DESCRIPTIONS, SCHEDULING SUGGESTIONS, AND DIPLOMA REQUIREMENTS. (GEB)

VT 012 684
MECHANICAL TECHNOLOGY. SYLLABUS IN TECHNICAL SUBJECTS.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
THE PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ALBANY, N.Y. 12224 (SINGLE COPIES AVAILABLE).
PUB DATE - 69 49P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; MECHANICS (PROCESS); *DRAFTING; HIGH SCHOOLS; *METALLURGY; BIBLIOGRAPHIC CITATIONS; *TECHNOLOGY

ABSTRACT - PREPARED BY A CURRICULUM COMMITTEE OF THE NEW YORK STATE DEPARTMENT OF EDUCATION, THIS CURRICULUM GUIDE ON MECHANICAL TECHNOLOGY PRESENTS A DESCRIPTION AND OUTLINE OF SUGGESTED HIGH SCHOOL COURSES. TOPICS ARE: (1) COURSE DESCRIPTIONS, (2) SUGGESTED SCHEDULING, (3) DIPLOMA REQUIREMENTS, (4) STRENGTH OF MATERIALS, (5) MACHINE DESIGN, (6) TECHNICAL DRAFTING, (7) MACHINE SHOP, AND (8) METALLURGY. A BIBLIOGRAPHY IS APPENDED. (GB)

VT 012 703
ELECTRONICS TECHNICIAN 3 AND 2. NAVY TRAINING COURSE.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
NAVPERS 10195
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (D208.11:EL2/18, $3.75).
PUB DATE - 68 546P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; ELECTRONICS; *ELECTRONIC TECHNICIANS; *TECHNICAL EDUCATION; *ENLISTED MEN; ELECTRONIC EQUIPMENT; ADULT EDUCATION PROGRAMS; FILMS; DIAGRAMS; ILLUSTRATIONS

ABSTRACT - THIS TRAINING COURSE WAS PREPARED BY THE DEPARTMENT OF THE NAVY AND IS INTENDED FOR U.S. NAVY AND NAVAL RESERVE PERSONNEL WHO ARE INTERESTED IN QUALIFYING FOR ELECTRONICS TECHNICIAN FOR THIRD AND SECOND CLASS. CHAPTERS ARE: (1) ADVANCEMENT, (2) MAINTENANCE, (3) USE OF SPECIAL TEST EQUIPMENT, (4) RADIO RECEIVERS, (5) RADIO TRANSMITTERS, (6) MULTICOUPLERS AND DISTRIBUTION SYSTEMS, (7) TELETYPE AND FACSIMILE TERMINAL EQUIPMENT, (8) COMMUNICATIONS MULTIPLEXING, (9) ELECTRONIC AIDS TO NAVIGATION, (10) SEARCH RADAR, (11) RADAR REPEATERS, (12) SPECIAL PURPOSE EQUIPMENTS, AND (13) SATELLITE NAVIGATION. A TRAINING FILM LIST IS APPENDED. (NOT RECOMMENDED FOR HARD COPY REPRODUCTION DUE TO PRINT SIZE.) (GB)

VT 012 722
COMPUTERIZED SPEED DETECTION, VASCAR. COURSE OUTLINE.

NORTH CAROLINA STATE DEPT. OF COMMUNITY COLLEGES, RALEIGH. LAW ENFORCEMENT TRAINING.
PUB DATE - ND 11P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *TRAFFIC CONTROL; TRAFFIC SAFETY; COURSE CONTENT; INSTRUCTIONAL MATERIALS; SHORT COURSES; *COMMUNITY COLLEGES; *COURSE DESCRIPTIONS; *COMPUTER ASSISTED INSTRUCTION; WORK SHEETS

ABSTRACT - THIS DOCUMENT OUTLINES A COURSE DESIGNED TO DEVELOP THE TECHNICAL SKILLS ESSENTIAL FOR THE OPERATION OF THE VASCAR COMPUTER. THE COURSE INCLUDES 4 HOURS OF CLASSROOM INSTRUCTION, A FIELD DEMONSTRATION OF EQUIPMENT, AND A 30-DAY PRACTICE PERIOD. COMPLETION OF THESE REQUIREMENTS AND PASSING GRADES ON THE EXAMINATIONS ENTITLES THE STUDENT TO A CERTIFICATE OF COMPETENCE IN THE OPERATION OF THIS SPEED DETECTION AND TRAFFIC CONTROL COMPUTER. COURSE CONTENT INCLUDES (1) HISTORICAL VIEW OF THE TRAFFIC PROBLEM, (2) MATHEMATICAL FORMULA FOR SPEED, (3) MEASUREMENT OF TIME AND DISTANCE, (4) METHOD OF OPERATION, (5) CONFIGURATIONS, AND (6) CALIBRATION. ATTACHED TO THE COURSE OUTLINE IS A STUDENT NOTE GUIDE AND WORK SHEETS. (JS)

VT 012 732
JOHNSON, WILLIAM H.
FUNDAMENTALS OF WELDING.

MILWAUKEE PUBLIC SCHOOLS, WIS. DEPT. OF SECONDARY CURRICULUM AND INSTRUCTION.
PUB DATE - 65 192P.

DESCRIPTORS - *WELDING; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SECONDARY SCHOOLS; GRADE 12; METAL WORKING OCCUPATIONS; METALS; INDUSTRIAL ARTS; TEACHING GUIDES; BIBLIOGRAPHIES; GLOSSARIES; REFERENCE MATERIALS; *WELDERS

ABSTRACT - THIS CURRICULUM GUIDE, DEVELOPED BY THE DIVISION OF CURRICULUM AND INSTRUCTION OF THE MILWAUKEE PUBLIC SCHOOLS WORKING WITH INSTRUCTORS AND REPRESENTATIVES OF LOCAL INDUSTRIAL FIRMS, WAS PREPARED FOR TEACHER AND STUDENT USE IN TEACHING THE VOCATIONAL AND TRADE ASPECTS OF WELDING IN GRADE 12 OF THE SECONDARY SCHOOLS. THE HISTORY, IMPORTANCE, AND OPPORTUNITIES OF THE INSTALLATION AND MAINTENANCE OF WELDERS ARE SOME OBJECTIVES THAT COMBINE TO PROVIDE A BASE FOR DEVELOPING A SENSE OF RESPONSIBILITY AND ACQUIRING THE SKILLS AND KNOWLEDGE NECESSARY TO SECURE A JOB. FOUR MAJOR DIVISIONS INCLUDE: (1) BASIC ARC WELDING, (2) BASIC OXYACETYLENE WELDING, (3) TUNGSTEN INERT GAS WELDING, AND (4) GAS-SHIELDED CONSUMABLE ELECTRODE ARC WELDING. SEVENTY-ONE JOB SHEETS, ILLUSTRATED BY DIAGRAMS, PROVIDE OBJECTIVES, REFERENCES, EQUIPMENT AND MATERIAL, PROCEDURE, AND QUESTIONS TO BE USED IN THE RECOMMENDED 180 CLASS PERIODS. A GLOSSARY, SAFETY PLAN, SAFETY TESTS, REFERENCE MATERIAL, AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 012 734
AIRFRAME MAINTENANCE TECHNICIAN CURRICULUM. AN EXPERIMENTAL PROGRAM FOR VOCATIONAL AND TECHNICAL HIGH SCHOOLS.

NEW YORK CITY BOARD OF EDUCATION, BROOKLYN, N.Y. BUREAU OF CURRICULUM DEVELOPMENT.
PUB DATE - JUL69 91P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *AVIATION MECHANICS; *AVIATION TECHNOLOGY; VOCATIONAL EDUCATION; TEACHING GUIDES; MAINTENANCE; ENGINES; SECONDARY GRADES; VOCATIONAL HIGH SCHOOLS; CERTIFICATION; EDUCATIONAL FACILITIES

ABSTRACT - DEVELOPED BY THE BUREAU OF CURRICULUM DEVELOPMENT IN COOPERATION WITH THE BUREAU OF TRADE AND TECHNICAL EDUCATION OF THE NEW YORK CITY BOARD OF EDUCATION, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN AN EXPERIMENTAL AIRFRAME MAINTENANCE TECHNICIAN PROGRAM IN VOCATIONAL AND TECHNICAL HIGH SCHOOLS. THE OBJECTIVES ARE TO PROVIDE OVER A 3-YEAR PERIOD (1,518 HOURS), THE TECHNICAL KNOWLEDGE AND SKILL TO STUDENTS INTERESTED IN QUALIFYING FOR AN FAA MAINTENANCE TECHNICIAN CERTIFICATE OF COMPETENCY WITH THE AIRFRAME, POWERPLANT, OR COMBINED AIRFRAME AND POWERPLANT RATINGS. A TOPICAL OUTLINE, TIME ALLOTMENTS, CURRICULUM PATTERN, TEACHER REQUIREMENTS, AND FACILITIES AND EQUIPMENT INFORMATION ARE PRESENTED. THE MAJORITY OF

THE MATERIAL IS CONCENTRATED ON THE AIRFRAME MAINTENANCE TECHNICIAN CURRICULUM, WITH ASSIGNMENTS AND NECESSARY INFORMATION GIVEN FOR EACH TOPIC. (GEB)

VT 012 742
JOHNSON, WILLIAM H.
WELDING TECHNOLOGY.

MILWAUKEE PUBLIC SCHOOLS, WIS. DEPT. OF SECONDARY CURRICULUM AND INSTRUCTION.
PUB DATE - 66 238P.

DESCRIPTORS - *TEACHING GUIDES; *CURRICULUM GUIDES; *WELDING; *WELDERS; *TRADE AND INDUSTRIAL EDUCATION; VOCATIONAL EDUCATION; SECONDARY SCHOOLS; METALS; BIBLIOGRAPHIES; GLOSSARIES; SAFETY; METAL WORKING OCCUPATIONS

ABSTRACT - THIS TEACHING GUIDE IS FOR TEACHER AND STUDENT USE IN TEACHING THE TRADE AND INDUSTRIAL ASPECTS OF WELDING IN THE SECONDARY SCHOOLS. IT WAS DEVELOPED BY THE DIVISION OF CURRICULUM AND INSTRUCTION OF THE MILWAUKEE PUBLIC SCHOOLS WITH THE HELP OF AN ADVISORY COMMITTEE OF INSTRUCTORS AND LOCAL INDUSTRY REPRESENTATIVES. THE MATERIAL IS TO BE USED FOR SIX PUBLIC SCHOOL SEMESTERS WITH ONE OF THE FOLLOWING UNITS TO BE COVERED EACH SEMESTER: (1) OXYACETYLENE WELDING, (2) ARC WELDING, (3) ADVANCED OXYACETYLENE WELDING, (4) ADVANCED ARC WELDING, (5) SPECIALIZED ARC WELDING, AND (6) GAS TUNGSTEN ARC WELDING AND GAS METAL-ARC WELDING. A BASIC UNDERSTANDING OF THE INSTALLATION, OPERATION, AND MAINTENANCE OF WELDERS, AND AN AWARENESS OF THE IMPORTANCE OF TECHNOLOGY IN THE FIELD OF INDUSTRY AND WELDING ARE TWO IMPORTANT COURSE OBJECTIVES. SEVENTY-EIGHT JOB SHEETS, MANY CONTAINING QUESTIONS AND ILLUSTRATED BY DIAGRAMS, PRESENT INDIVIDUAL JOB OBJECTIVES, REFERENCES, EQUIPMENT AND MATERIALS, AND PROCEDURE. A GLOSSARY, SAFETY RULES AND TESTS, REFERENCES, AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 012 743
INDUSTRIAL DRAFTING 1-4.

MILWAUKEE PUBLIC SCHOOLS, WIS. DEPT. OF SECONDARY CURRICULUM AND INSTRUCTION.
PUB DATE - 65 29P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *DRAFTING; *DRAFTSMEN; *TEACHING GUIDES; ENGINEERING DRAWING; SECONDARY GRADES; INDUSTRIAL ARTS

ABSTRACT - DEVELOPED BY THE DIVISION OF CURRICULUM AND INSTRUCTION OF THE MILWAUKEE PUBLIC SCHOOLS, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING INDUSTRIAL DRAFTING IN THE SECONDARY SCHOOLS TO STUDENTS WHO INTEND TO PURSUE DRAFTING AS A VOCATION. OBJECTIVES INCLUDE PROVIDING EXPERIENCE IN MAKING WORKING DRAWINGS AND THE DEVELOPMENT OF AN ABILITY TO UNDERSTAND, ORGANIZE, AND PLAN WORK IN THE DRAFTING INDUSTRY. THE CONTENT, DESIGNED FOR USE OVER FOUR SEMESTERS, IS PRESENTED IN A FIVE-COLUMN FORMAT AND INCLUDES REFERENCES AND SUGGESTED PROBLEMS. WORD PROBLEMS, A LIST OF SUPPLEMENTARY AIDS, AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 012 747
NIMMER, ALBERT; SNEEN, DAVID
GRAPHIC ARTS 1-4.

MILWAUKEE PUBLIC SCHOOLS, WIS. DEPT. OF SECONDARY CURRICULUM AND INSTRUCTION.
PUB DATE - 66 101P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *GRAPHIC ARTS; *TEACHING GUIDES; VOCATIONAL EDUCATION; PRINTING; PHOTOGRAPHY; SECONDARY SCHOOLS; INDUSTRIAL ARTS; BIBLIOGRAPHIES; SAFETY

ABSTRACT - DEVELOPED BY THE DIVISION OF CURRICULUM AND INSTRUCTION OF THE MILWAUKEE PUBLIC SCHOOLS, THIS CURRICULUM GUIDE IS FOR TEACHER USE IN TEACHING FOUR SEMESTERS OF VOCATIONAL GRAPHIC ARTS IN THE SECONDARY SCHOOLS. SKILL DEVELOPMENT AND A KNOWLEDGE OF THE GRAPHIC ARTS INDUSTRY ARE TWO OBJECTIVES OF THE PROGRAM, WITH EMPHASIS PLACED ON TOTAL EDUCATION AND HELPING THE STUDENT BECOME A BETTER CITIZEN. THE FIRST SECTION OF THE GUIDE IS AN OUTLINE OF THE INFORMATION TO BE COVERED EACH SEMESTER, INCLUDING A TIME SCHEDULE. THE SECOND PORTION IS A DETAILED OUTLINE OF EACH UNIT WITH AIDS, REFERENCES, AND PROJECT SUGGESTIONS INCLUDED. THE THIRD PORTION, THE APPENDIX, INCLUDES A LIST OF SLIDES, FILMS, AND FILMSTRIPS, A REFERENCE MATERIAL LIST, AN ABBREVIATION CODE, SAFETY PROGRAM, AND A BIBLIOGRAPHY OF TEXTS AND PERIODICALS. (GEB)

VT 012 751
MARKWORTH, KARL L., AND OTHERS
MACHINE SHOP.

MILWAUKEE PUBLIC SCHOOLS, WIS. DEPT. OF SECONDARY CURRICULUM AND INSTRUCTION.
PUB DATE - 66 151P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *METAL WORKING OCCUPATIONS; *MACHINE TOOL OPERATORS; *MACHINISTS; TEACHING GUIDES; METALS; MACHINE TOOLS; INDUSTRIAL ARTS; BIBLIOGRAPHIES; REFERENCE MATERIALS; SECONDARY GRADES; STUDENT PROJECTS

ABSTRACT - DEVELOPED BY THE DIVISION OF CURRICULUM AND INSTRUCTION OF THE MILWAUKEE PUBLIC SCHOOLS, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING THE TRADE AND INDUSTRIAL FUNDAMENTALS OF MACHINE SHOP IN THE SECONDARY SCHOOLS. SPECIFIC OBJECTIVES INCLUDE DEVELOPMENT OF SKILLS NECESSARY IN THE MACHINE INDUSTRY, AN UNDERSTANDING OF THE IMPORTANCE OF THE METALWORKING INDUSTRY, AND AN APPRECIATION OF RELATED INFORMATION. THE COURSE OUTLINE COVERS 20 MAJOR UNITS, ENCOMPASSING 73 SUB-UNITS, WHICH ARE PRESENTED IN A SEVEN-COLUMN FORMAT. SIXTY DETAILED PRINTS FOR PROJECTS, REFERENCES, A LIST OF FILMS AND FILMSTRIPS, AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 012 753
DAVENPORT, HOWARD; DISCH, RONALD

POWER AND TRANSPORTATION 1-6 AND AUTOMOTIVE ENGINE TUNE-UP 1-2.

MILWAUKEE PUBLIC SCHOOLS, WIS. DEPT. OF SECONDARY CURRICULUM AND INSTRUCTION.
PUB DATE - 66 82P.

DESCRIPTORS - *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *POWER MECHANICS; *TRANSPORTATION; *AUTO MECHANICS; INDUSTRIAL ARTS; TEACHING GUIDES; SECONDARY GRADES; COURSE ORGANIZATION; AUTO MECHANICS (OCCUPATION); SKILLED OCCUPATIONS; BIBLIOGRAPHIES

ABSTRACT - DEVELOPED BY THE DIVISION OF CURRICULUM AND INSTRUCTION OF THE MILWAUKEE PUBLIC SCHOOLS, THIS CURRICULUM GUIDE IS FOR INSTRUCTOR USE IN TEACHING THE VOCATIONAL ASPECTS OF POWER AND TRANSPORTATION AND IN TEACHING THE PRINCIPLES OF AUTOMOTIVE ENGINE TUNE-UP IN THE SECONDARY SCHOOLS. THE MATERIAL IS DESIGNED TO COVER A PERIOD OF FOUR SCHOOL YEARS AND IS BROKEN INTO FOUR BASIC PARTS. THE FIRST PART IS AN INTRODUCTION TO POWER AND TRANSPORTATION, THE SECOND IS A MORE IN-DEPTH STUDY, THE THIRD INCLUDES THE THEORY AND TESTING OF SYSTEMS, AND THE FOURTH PART PLACES EMPHASIS ON ACTUAL DIAGNOSING AND SOLVING AUTOMOBILE ENGINE PROBLEMS WITH THE USE OF TEST INSTRUMENTS. A 5-COLUMN FORMAT IS USED TO PRESENT THE MATERIAL TO BEST ADVANTAGE. OBJECTIVES INCLUDE THE TEACHING OF SKILLS IN THE USE OF TOOLS AND EQUIPMENT, DEVELOPMENT OF AN AWARENESS OF THE INDUSTRY, AND ACQUAINTANCE WITH PRODUCTS IN THE POWER AND TRANSPORTATION FIELD. AN EXTENSIVE LIST OF SUPPLEMENTARY AIDS, AND A BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 012 757
FIREMAN. NAVY TRAINING COURSE.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
NAVPERS 10520-C
PUB DATE - 66 177P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *ENGINEERING TECHNICIANS; *APPRENTICESHIPS; ENLISTED MEN; GLOSSARIES; FILMS; TECHNICAL EDUCATION
IDENTIFIERS - *FIREMEN

ABSTRACT - PREPARED TO ASSIST THE FIREMAN APPRENTICE TO QUALIFY AND TO ADVANCE TO FIREMAN IN THE NAVY, THIS TRAINING COURSE FOR ENLISTED MEN WAS DEVELOPED BY THE TRAINING PUBLICATIONS DIVISION OF THE NAVY. CHAPTERS ARE: (1) PREPARING FOR ADVANCEMENT, (2) ENGINEERING DEPARTMENT, (3) ENGINEERING FUNDAMENTALS, (4) SHIP PROPULSION, (5) BASIC STEAM CYCLE, (6) BOILERS, (7) STEAM TURBINES, (8) AUXILIARY MACHINERY AND EQUIPMENT, (9) INSTRUMENTS, (10) PUMPS, VALVES, AND PIPING, (11) SHIPBOARD ELECTRICAL EQUIPMENT, (12) INTERNAL COMBUSTION ENGINES, AND (13) ENGINEERING WATCHES. NUMEROUS ILLUSTRATIONS ARE PROVIDED, AND A TRAINING FILM LIST AND GLOSSARY ARE APPENDED. (GB)

VT 012 764
ILLUSTRATOR DRAFTSMAN 3 AND 2. NAVY TRAINING COURSE.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
NAVPERS 10469
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (D208.11:D78/5, $2.50).
PUB DATE - 67 421P.

DESCRIPTORS - *STUDY GUIDES; *TECHNICAL ILLUSTRATION; *TRADE AND INDUSTRIAL EDUCATION; *PROMOTION (OCCUPATIONAL); MILITARY TRAINING; MILITARY PERSONNEL; DRAFTING; DRAFTSMEN; VOCATIONAL EDUCATION; ENGINEERING DRAWING; VISUAL ARTS; *SUPPLEMENTARY TEXTBOOKS

ABSTRACT - DEVELOPED BY THE TRAINING PUBLICATIONS DIVISION OF THE NAVAL PERSONNEL PROGRAM SUPPORT ACTIVITY, THIS STUDY GUIDE IS FOR USE BY NAVY AND NAVAL RESERVE PERSONNEL WHO ARE SEEKING ADVANCEMENT TO THE RATE OF ILLUSTRATOR DRAFTSMAN THIRD CLASS OR ILLUSTRATOR DRAFTSMAN SECOND CLASS. THE FIRST CHAPTER DISCUSSES THE SCOPE OF THE RATING, AND SUCCEEDING CHAPTERS PROVIDE INFORMATION PERTAINING TO: (1) MATHEMATICS, (2) MACHINE, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS, (3) LETTERING, (4) TECHNICAL ILLUSTRATIONS, (5) COLOR, AND (6) VISUAL PRESENTATIONS. THE MATERIAL IS ILLUSTRATED BY PICTURES AND DIAGRAMS AND A READING LIST AND SUBJECT INDEX ARE INCLUDED. (GEB)

VT 012 768
AIR CONTROLMAN 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
NAVPERS 10367-D
PUB DATE - 70 343P.

DESCRIPTORS - *MANUALS; VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; MILITARY PERSONNEL; *MILITARY TRAINING; *AVIATION TECHNOLOGY; RESOURCE MATERIALS; TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; ADVANCED PLACEMENT PROGRAMS; JOB TRAINING

ABSTRACT - PREPARED BY THE NAVY TRAINING PUBLICATIONS CENTER, THIS MANUAL IS ONE OF A SERIES OF TRAINING MANUALS TO BE USED BY ENLISTED PERSONNEL STUDYING FOR ADVANCEMENT IN THE AIR CONTROLMAN RATING. INFORMATION IS ARRANGED IN 14 CHAPTERS WHICH INCLUDE: (1) AIR CONTROLMAN RATING, (2) CONTROL TOWER EQUIPMENT, (3) AVIATION WEATHER REPORTS AND ADVISORIES, (4) FEDERAL AIR REGULATIONS, (5) AIRPORT TRAFFIC CONTROL, AND (6) RADAR AND ALLIED EQUIPMENT AND PROCEDURES. ALSO INCLUDED ARE DEFINITIONS AND ABBREVIATIONS, A JOINT ELECTRONICS TYPE DESIGNATION SYSTEM, AN INDEX AND A READING LIST. A RELATED DOCUMENT IS AVAILABLE AS VT 012 769, ALSO IN THIS ISSUE. (JS)

VT 012 769
AIR CONTROLMAN 1 AND C. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
NAVPERS 10368-D

SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11:A17/15/970, $1.50).
PUB DATE - 70 154P.

DESCRIPTORS - *MANUALS; VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; MILITARY PERSONNEL; *MILITARY TRAINING; RESOURCE MATERIALS; *AVIATION TECHNOLOGY; TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; FLIGHT TRAINING; JOB TRAINING

ABSTRACT - PREPARED BY THE NAVY TRAINING PUBLICATIONS CENTER, THIS MANUAL IS TO BE USED BY ENLISTED NAVAL PERSONNEL STUDYING FOR ADVANCEMENT IN THE AIR CONTROLMAN RATING. CHAPTERS ARE: (1) AIR CONTROLMAN RATING, (2) FLIGHT PLANNING, (3) FACILITY OPERATION, (4) TERMINAL INSTRUMENT PROCEDURES, (5) AIR TRAFFIC CONTROL, (6) EMERGENCY PROCEDURES, (7) CVA/CVS PROCEDURES, AND (8) ADMINISTRATION. OTHER INFORMATION FOUND IN THIS MANUAL ARE DEFINITIONS, ABBREVIATIONS, NUMEROUS ILLUSTRATIONS, AND A LIST OF SUGGESTED READINGS. A RELATED DOCUMENT IS AVAILABLE AS VT 012 768, ALSO IN THIS ISSUE. (JS)

VT 012 770
AIRCREW SURVIVAL EQUIPMENTMAN 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 10358-D
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11:A17/16/970, $3.25).
PUB DATE - 70 384P.

DESCRIPTORS - *MANUALS; VOCATIONAL EDUCATION; *INSTRUCTIONAL MATERIALS; MILITARY PERSONNEL; *MILITARY TRAINING; RESOURCE MATERIALS; *AVIATION TECHNOLOGY; TECHNICAL EDUCATION; *TRADE AND INDUSTRIAL EDUCATION; ADVANCED PLACEMENT PROGRAMS; FLIGHT TRAINING; JOB TRAINING

ABSTRACT - PREPARED BY THE NAVY TRAINING PUBLICATIONS CENTER, THIS MANUAL IS TO BE USED BY ENLISTED NAVAL PERSONNEL STUDYING FOR ADVANCEMENTS IN THE AIRCREW SURVIVAL EQUIPMENTMAN (PR) RATING. ARRANGED IN 20 CHAPTERS, THIS INFORMATION INCLUDES SECTIONS ON: (1) PARACHUTE FAMILIARIZATION, (2) AUTOMATIC PARACHUTE ACTUATORS, (3) FASTENERS, (4) STANDARD LIFERAFTS AND EQUIPMENT, (5) OXYGEN, AND (6) NES-8A AND NES-8B PERSONNEL PARACHUTE ASSEMBLY. NUMEROUS ILLUSTRATIONS, A READING LIST, AND AN INDEX ARE INCLUDED. (JS)

VT 012 771
ELECTRICIAN'S MATE 3 AND 2. NAVY TRAINING COURSE.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 10546-B
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11:EL2/13/968, $2.75).
PUB DATE - 68 512P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; ENLISTED MEN; *ELECTRICIANS; ELECTRICAL SYSTEMS; *ELECTRICITY; ELECTRIC BATTERIES; ILLUSTRATIONS; FILMS; ELECTRIC MOTORS; *MILITARY TRAINING

ABSTRACT - TO AID ENLISTED NAVY MEN IN PREPARING FOR ADVANCEMENT TO ELECTRICIAN'S MATE 3 OR 2, THIS TRAINING COURSE WAS PREPARED BY THE NAVY TRAINING PUBLICATIONS DIVISION. CHAPTERS ARE: (1) ADVANCEMENT, (2) THE 3-M SYSTEM, (3) ELECTRICAL CABLES AND ACCESSORIES, (4) SHIPBOARD LIGHTING, (5) SEARCHLIGHTS, (6) MAINTENANCE OF MOTORS AND GENERATORS, (7) BATTERIES, (8) PROTECTIVE DEVICES, (9) CONTROL DEVICES, (10) SMALL CRAFT ELECTRICAL SYSTEMS, (11) POWER DISTRIBUTION, (12) ELECTRIC AUXILIARIES, (13) GYROCOMPASSES, (14) ELECTRIC PROPULSION, AND (15) RECORDS AND REPORTS. A LIST OF 33 TRAINING FILMS IS APPENDED. (GB)

VT 012 772
BLUEPRINT READING AND SKETCHING. NAVY TRAINING COURSE.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 10077-C
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT
PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11:B62/968, $1.25).
PUB DATE - 68 162P.

DESCRIPTORS - *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ENGINEERING DRAWING; ELECTRICITY; ELECTRONICS; VOCATIONAL EDUCATION; *BLUEPRINTS; DRAFTING; MILITARY PERSONNEL; ARCHITECTURAL DRAFTING; ORTHOGONAL PROJECTION

ABSTRACT - DEVELOPED BY THE TRAINING PUBLICATIONS DIVISION OF THE NAVAL PERSONNEL PROGRAM SUPPORT ACTIVITY, THIS STUDY GUIDE IS FOR USE BY ENLISTED MEN OF THE U.S. NAVY AND NAVAL RESERVE WHOSE DUTIES REQUIRE A KNOWLEDGE OF BLUEPRINT READING AND SKETCHING. CHAPTERS ARE: (1) BLUEPRINTS, (2) PROJECTION AND SPECIAL VIEWS, (3) TECHNICAL SKETCHING, (4) ELECTRICAL PRINTS, (5) ELECTRONIC PRINTS, (6) MACHINE DRAWINGS, (7) PIPING PRINTS, (8) SHEETMETAL DRAWINGS, (9) STRUCTURAL DRAWINGS, AND (10) ARCHITECTURAL DRAWINGS. THE MANUAL IS ILLUSTRATED BY PICTURES, SKETCHES, AND DRAWINGS, AND A SUBJECT INDEX IS INCLUDED. (GEB)

VT 012 773
SCHOOL HOUSEKEEPING. A GUIDE FOR THE MODERN CUSTODIAN.

TENNESSEE UNIV., KNOXVILLE. SCHOOL PLANNING LAB.
THE UNIVERSITY OF TENNESSEE, THE SCHOOL PLANNING LABORATORY, COLLEGE OF EDUCATION, P.O. BOX 8530, KNOXVILLE, TENNESSEE 37916 ($7.50).
PUB DATE - 70 107P.

DESCRIPTORS - *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *CUSTODIAN TRAINING; *SCHOOL MAINTENANCE; ADULT VOCATIONAL

EDUCATION

ABSTRACT - INTENDED PRIMARILY AS A REFERENCE GUIDE FOR SCHOOL CUSTODIANS, THIS GUIDE ALSO PRESENTS SCHOOL ADMINISTRATORS AND TEACHERS WITH INFORMATION ON PROPER MAINTENANCE AND CLEANING PROCEDURES ESSENTIAL TO KEEPING SCHOOL FACILITIES SAFE AND SANITARY. IN ADDITION TO A CHAPTER ON SELECTION, TRAINING, AND RESPONSIBILITIES OF THE SCHOOL CUSTODIAN, CONTENTS COVER: (1) GENERAL INFORMATION ON CLEANING PROCEDURES, MATERIALS, AND EQUIPMENT, (2) CARE OF RESTROOM FACILITIES, (3) MAINTENANCE AND CARE OF HARD FLOORS, (4) MAINTENANCE AND CARE OF CARPETS, AND (5) CLIMATE CONTROL, INCLUDING HEATING, AIR CONDITIONING, AND VENTILATION. SUGGESTED TIME SCHEDULES FOR PERFORMANCE OF TASKS ARE PROVIDED FOR EACH SECTION. (AW)

VT 012 785
MACHINIST'S MATE 1 AND C. NAVY TRAINING COURSE.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 10525-C
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11:M18/3/968, $2.75).
PUB DATE - 68 206P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *ENLISTED MEN; *MACHINISTS; *TECHNICAL EDUCATION; ILLUSTRATIONS; MECHANICS (PROCESS); FILMS; ADULT EDUCATION

ABSTRACT - PREPARED BY THE TRAINING PUBLICATIONS DIVISION OF THE NAVY, THIS TRAINING COURSE HAS BEEN PREPARED FOR ENLISTED MEN WHO ARE STUDYING FOR ADVANCEMENT TO MACHINIST'S MATE FIRST AND MACHINIST'S MATE CHIEF. CONTENTS ARE: (1) ADVANCEMENT, (2) MAINTENANCE AND MATERIAL MANAGEMENT, (3) TURBINES, (4) REDUCTION GEARS, (5) STEAM-DRIVEN GENERATORS, (6) HEAT EXCHANGERS AND AIR EJECTORS, (7) PUMPS, (8) PIPING AND VALVES, (9) DISTILLING PLANTS, (10) AIR CONDITIONING AND REFRIGERATION, (11) AUXILIARY EQUIPMENT, (12) ADMINISTRATION, SUPERVISION, AND TRAINING, (13) PROPULSION PLANT EFFICIENCY, (14) ENGINEERING CASUALTY CONTROL, (15) INSPECTIONS AND TRIALS, (16) SHIP REPAIR, AND (17) RECORDS AND REPORTS. A TRAINING FILM LIST IS APPENDED. A RELATED DOCUMENT IN THIS ISSUE IS AVAILABLE AS VT 012 786. (GB)

VT 012 786
MACHINIST'S MATE 3 AND 2. NAVY TRAINING COURSE.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 10524-C
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11:M18/2/968, $2.25).
PUB DATE - 68 430P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *ENLISTED MEN; *MACHINISTS; *TECHNICAL EDUCATION; ILLUSTRATIONS; MECHANICS (PROCESS); FILMS; ADULT EDUCATION

ABSTRACT - PREPARED FOR ENLISTED MEN OF THE NAVY WHO ARE STUDYING FOR ADVANCEMENT TO THE RATES OF MM2 AND MM3, THIS TRAINING COURSE WAS DEVELOPED BY THE NAVY TRAINING PUBLICATIONS DIVISION. CONTENTS ARE: (1) ADVANCEMENT, (2) THE 3-M SYSTEM, (3) STEAM TURBINES, (4) REDUCTION GEARS AND RELATED EQUIPMENT, (5) PUMPS, (6) PUMP OPERATION AND MAINTENANCE, (7) PIPING AND VALVES, (8) HEAT EXCHANGERS AND AIR EJECTORS, (9) LUBRICATION, (10) ENGINEROOM OPERATING PROCEDURES, (11) REFRIGERATION, (12) AIR CONDITIONING, (13) STEAM OPERATED DISTILLING PLANTS, (14) DISTILLING PLANT OPERATION AND MAINTENANCE, (15) COMPRESSED AIR PLANTS, (16) ADDITIONAL AUXILIARY EQUIPMENT, (17) ENGINEERING CASUALTY CONTROL, AND (18) LATHES AND LATHE MACHINERY OPERATIONS. A TRAINING FILM LIST IS APPENDED. A RELATED DOCUMENT IN THIS ISSUE IS AVAILABLE AS VT 012 785. (GB)

VT 012 787
TRANSISTORS AND PRINTED CIRCUITS. INSTRUCTOR'S GUIDE FOR MAINTENANCE TECHNICIAN TRAINING.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 92386A
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11/2:T68/2/962, $1.75).
PUB DATE - MAR62 104P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *TEACHING GUIDES; *TRANSISTORS; *ELECTRONICS; *ELECTRONIC TECHNICIANS; TECHNICAL EDUCATION; ILLUSTRATIONS; INSTRUCTIONAL MATERIALS

ABSTRACT - TO ASSIST THE INSTRUCTOR IN TEACHING THE COURSE, TRANSISTORS AND PRINTED CIRCUITS, THIS TEACHING GUIDE WAS DEVELOPED BY THE DEPARTMENT OF THE NAVY. CONTENTS ARE: (1) INTRODUCTION TO TRANSISTORS, (2) SEMICONDUCTOR BASIC CIRCUITS, (3) TRANSISTOR CIRCUIT APPLICATIONS, (4) PRINTED CIRCUITS, AND (5) DESCRIPTION OF TRAINING DEVICE CIRCUITS. ALSO INCLUDED ARE SUGGESTIONS FOR THE INSTRUCTOR, A TRAINING AID LIST, AND A MASTER MATERIALS LIST. (GB)

VT 012 788
FLUID POWER. NAVY TRAINING COURSE.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 161 93-A
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11:F67, $1.50).
PUB DATE - 66 238P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *ENLISTED MEN; *HYDRAULICS; *FLUID POWER EDUCATION; GLOSSARIES; FILMS; MILITARY TRAINING; POWER MECHANICS

ABSTRACT - THIS TRAINING COURSE WAS DEVELOPED BY THE NAVY TRAINING PUBLICATIONS CENTER TO PROVIDE COVERAGE OF THE HYDRAULIC AND PNEUMATIC KNOWLEDGE FACTORS FOR ENLISTED MEN WHO DESIRE TO ADVANCE TO PETTY OFFICER THIRD CLASS. CONTENTS ARE: (1) INTRODUCTION, (2) PHYSICS OF FLUIDS, (3) HYDRAULIC AND PNEUMATIC FLUIDS, (4) BASIC SYSTEMS AND CIRCUIT DIAGRAMS, (5) CIRCULATORY SYSTEM COMPONENTS, (6) RESERVOIRS, STRAINERS, FILTERS, AND ACCUMULATORS, (7) PUMPS AND COMPRESSORS, (8) TYPES OF PACKING MATERIAL, (9) CONTROL AND MEASUREMENT OF FLOW, (10) MEASUREMENT AND CONTROL OF PRESSURE, (11) DIRECTIONAL CONTROL VALVES, (12) ACTUATORS, AND (13) HYDRAULIC AND PNEUMATIC SYSTEMS. A GLOSSARY AND A FILM LIST ARE APPENDED. (GB)

VT 012 789
AVIATION ELECTRONICS TECHNICIAN 3 AND 2. RATE TRAINING MANUAL.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C. BUREAU OF NAVAL PERSONNEL.
PUB DATE - 69 699P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *ELECTRONICS; *ELECTRONIC TECHNICIANS; *AVIATION TECHNOLOGY; ELECTRONIC EQUIPMENT; AVIATION MECHANICS; ENLISTED MEN

ABSTRACT - PREPARED BY THE NAVY TRAINING PUBLICATIONS CENTER, THIS TRAINING MANUAL IS ONE IN A SERIES PREPARED FOR ENLISTED PERSONNEL OF THE NAVY WHO ARE PREPARING FOR ADVANCEMENT TO AT3 AND AT2. CONTENTS ARE: (1) AVIATION ELECTRONICS TECHNICIAN RATING, (2) AIRCRAFT MAINTENANCE, (3) SAFETY, (4) PUBLICATIONS, DRAWINGS, AND SCHEMATICS, (5) ELEMENTARY PHYSICS, (6) ELECTRIC POWER AND COOLING SYSTEMS, (7) HANDTOOLS, (8) ELECTRONIC TEST EQUIPMENT, (9) ELECTRONIC PRINCIPLES, (10) ELECTRONIC CIRCUITS, (11) SPECIAL CIRCUITS AND COMPONENTS, (12) SERVOSYSTEMS, (13) ELECTRONIC MAINTENANCE, (14) DIGITAL COMPUTERS, (15) COMMUNICATION FACILITIES, (16) AIRBORNE NAVIGATION EQUIPMENT, (17) AIRBORNE RADAR, (18) PRINCIPLES OF IFF, (19) ELECTRONIC COUNTER-MEASURES, AND (20) INFRARED DETECTION. FORMULAS, SYMBOLS, GREEK ALPHABET, AND LAWS OF EXPONENTS ARE APPENDED. A RELATED DOCUMENT IS AVAILABLE AS VT 008 298, ALSO IN THIS ISSUE. (GB)

VT 012 799
TEACHING GUIDE FOR AN AEROSPACE COMMUNICATIONS LABORATORY.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C. OFFICE OF GENERAL AVIATION AFFAIRS.
DEPARTMENT OF THE AIR FORCE, WASHINGTON, D.C. CIVIL AIR PATROL.
GA-20-18-8R
PUB DATE - 68 25P.REPRINT.

DESCRIPTORS - *TEACHING GUIDES; *WORKBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *TEACHING METHODS; VOCATIONAL EDUCATION; AVIATION TECHNOLOGY; GLOSSARIES; RESOURCE MATERIALS; EDUCATIONAL OBJECTIVES; ROLE PLAYING; COMMUNICATIONS SKILLS; *AEROSPACE TECHNOLOGY

ABSTRACT - DEVELOPED TO HELP STUDENTS LEARN THE LANGUAGE OF AIRCRAFT PILOTS AND ASTRONAUTS THIS DOCUMENT CONSISTS OF A TEACHING GUIDE FOR AN AEROSPACE COMMUNICATIONS LABORATORY PLUS A STUDENT WORKBOOK. THE TEACHING GUIDE LISTS EDUCATIONAL OBJECTIVES AND INCLUDES INFORMATION ON: (1) AEROSPACE MESSAGES, (2) HOW NUMBERS ARE SPOKEN, (3) AIRCRAFT CALL SIGNS, (4) TEACHING AIDS, (5) ROLE PLAYING, (6) THE INTERNATIONAL PHONETIC ALPHABET, AND (7) AEROSPACE WORDS AND PHRASES. THE STUDENT WORKBOOK INCLUDES EXERCISES COVERING CALL SIGNS, THE INTERNATIONAL PHONETIC ALPHABET, AND THE COMMUNICATION OF MESSAGES. A GLOSSARY IS ALSO INCLUDED. (JS)

VT 012 800
A STUDY GUIDE IN AVIATION SCIENCES FOR GRADES 11 AND 12.

MONTANA STATE DEPT. OF PUBLIC INSTRUCTION, HELENA. AVIATION SCIENCE GUIDE COMMITTEE.
MONTANA AERONAUTICS COMMITTEE
FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C. AVIATION EDUCATION
GA-20-14-8R
PUB DATE - 65 52P.REPRINT 1968.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *SCIENCE EDUCATION; *AVIATION TECHNOLOGY; *RESOURCE MATERIALS; VOCATIONAL EDUCATION; CAREER OPPORTUNITIES; SECONDARY EDUCATION; TEACHING METHODS; GLOSSARIES; FILMS; FIELD TRIPS; EDUCATIONAL OBJECTIVES

ABSTRACT - DESIGNED AS A 1-SEMESTER COURSE IN AVIATION SCIENCE, THIS TEACHING GUIDE WAS DEVELOPED BY EDUCATORS AND AVIATION PERSONNEL AS A MEANS OF TEACHING PRACTICAL PHYSICAL SCIENCE TO HIGH SCHOOL STUDENTS. A SECONDARY PURPOSE OF THE COURSE IS TO INFORM STUDENTS OF CAREER OPPORTUNITIES AVAILABLE IN THIS FIELD. ARRANGED IN 14 CHAPTERS, THE GUIDE OUTLINES INFORMATION ON: (1) POWER PLANT, (2) AERODYNAMICS, (3) BASIC FLIGHT INSTRUMENTS, (4) AIRPORTS, (5) INSTRUMENT FLYING, (6) FLIGHT PLANNING, AND (7) CAREERS AND VOCATIONAL OPPORTUNITIES. OBJECTIVES AND SUGGESTED TEACHING METHODS ARE LISTED FOR EACH CHAPTER. A GLOSSARY, SOURCES OF TEACHING AIDS, AND LIST OF FLIGHT LINE OPERATORS IN MONTANA ARE APPENDED. (JS)

VT 012 801
AVIATION EDUCATION SERVICES AND RESOURCES.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C.
GA-20-2-8
PUB DATE - 68 12P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *RESOURCE MATERIALS; *AVIATION TECHNOLOGY; *RESOURCE GUIDES; FILMS; CAREER OPPORTUNITIES; TECHNICAL EDUCATION; WORKSHOPS; *INSTRUCTIONAL MATERIALS

ABSTRACT - DEVELOPED BY THE AVIATION EDUCATION STAFF OF THE OFFICE OF GENERAL AVIATION AFFAIRS, THIS DOCUMENT IDENTIFIES

SOURCES OF TEACHING MATERIALS. INCLUDED IN THIS RESOURCE GUIDE IS INFORMATION PERTAINING TO: (1) FILMS AND FILMSTRIPS, (2) AVIATION EDUCATION WORKSHOPS, (3) CAREER OPPORTUNITIES IN AVIATION, (4) AVIATION ORGANIZATIONS, (5) GOVERNMENT PUBLICATIONS, (6) SPEAKERS AVAILABLE FROM THE FEDERAL AVIATION ADMINISTRATION (FAA), (7) CURRICULUM GUIDES, AND (8) RELATED TEACHING MATERIALS. ALSO INCLUDED ARE ADDRESSES OF FAA AREA AND REGIONAL OFFICES. (JS)

VT 012 839
AVIATION MAINTENANCE ADMINISTRATIONMAN 1 AND C.

DEPARTMENT OF THE NAVY, WASHINGTON, D.C.
BUREAU OF NAVAL PERSONNEL.
NAVPERS 10392-A
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402
(D208.11:AY5/41/969, $1.75).
PUB DATE - 69 178P.

DESCRIPTORS - *STUDY GUIDES; SERVICE OCCUPATIONS; *TEACHING GUIDES; MILITARY TRAINING; *MILITARY PERSONNEL; *MAINTENANCE; *PROMOTION (OCCUPATIONAL); ADMINISTRATIVE PERSONNEL
IDENTIFIERS - MILITARY RANK

ABSTRACT - PREPARED BY THE NAVY TRAINING PUBLICATIONS CENTER FOR THE BUREAU OF NAVAL PERSONNEL, THIS STUDY GUIDE IS DESIGNED FOR USE BY ALL PERSONNEL OF THE REGULAR NAVY AND NAVAL RESERVE WHO ARE STUDYING FOR ADVANCEMENT IN THE AVIATION MAINTENANCE ADMINISTRATIONMAN RATING. PROFESSIONAL QUALIFICATIONS FOR ADVANCEMENT TO THE RATES OF AZ1 AND AZC PROVIDE A BASE FOR THE CONTENT. THIS MANUAL IS DIVIDED INTO SEVEN CHAPTERS: (1) AVIATION MAINTENANCE ADMINISTRATION RATING, (2) MAINTENANCE MANAGEMENT ORGANIZATION, (3) SUPERVISION AND ADMINISTRATION, (4) MAINTENANCE CONTROL, (5) DATA SERVICES AND MAINTENANCE DATA ANALYSIS, (6) QUALITY ASSURANCE, AND (7) MATERIAL CONTROL. A FILM LIST AND A READING LIST ARE INCLUDED. (GEB)

VT 012 900
GEITZENAUER, WILLIAM
ELECTRONICS LABORATORY MANUAL--I.

WARREN COUNTY TECHNICAL SCHOOL, WASHINGTON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON, DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75).
PUB DATE - JAN71 102P.

DESCRIPTORS - *LABORATORY MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; VOCATIONAL EDUCATION; INDUSTRIAL ARTS; SECONDARY GRADES; INSTRUCTIONAL MATERIALS; LABORATORY EXPERIMENTS; INDUSTRIAL ARTS

ABSTRACT - PREPARED BY EDUCATORS IN WARREN COUNTY SCHOOLS OF NEW JERSEY IN COOPERATION WITH THE VOCATIONAL-TECHNICAL LABORATORY OF RUTGERS UNIVERSITY, THIS IS THE FIRST OF TWO LABORATORY MANUALS FOR TEACHER AND STUDENT USE IN TEACHING THE FUNDAMENTALS OF ELECTRONICS. THE CONTENTS ARE DESIGNED TO CHALLENGE PROSPECTIVE ELECTRONICS TECHNICIANS THROUGH PROBLEM-SOLVING TECHNIQUES CONCERNING BASIC D-C CIRCUITS. THE 21 EXPERIMENTS, FOR USE WITH A BASIC ELECTRONICS OR ELECTRICITY TEXTBOOK, INCLUDE OBJECTIVES, MATERIAL OR EQUIPMENT REQUIRED, PROCEDURE, CONCLUSIONS, AND QUESTIONS. A MATERIALS LIST, INSTRUCTIONS FOR WRITING REPORTS, REPORT FORMAT, AND AN ACCESSORY KIT LIST ARE INCLUDED. PART TWO IS AVAILABLE AS VT 012 901, ALSO IN THIS ISSUE. (GEB)

VT 012 901
GEITZENAUER, WILLIAM
ELECTRONICS LABORATORY MANUAL--II.

WARREN COUNTY TECHNICAL SCHOOL, WASHINGTON, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($1.75).
PUB DATE - ND 77P.

DESCRIPTORS - *LABORATORY MANUALS; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; VOCATIONAL EDUCATION; INDUSTRIAL ARTS; SECONDARY GRADES; INSTRUCTIONAL MATERIALS; LABORATORY EXPERIMENTS; INDUSTRIAL ARTS

ABSTRACT - PREPARED BY EDUCATORS IN WARREN COUNTY SCHOOLS OF NEW JERSEY IN COOPERATION WITH THE VOCATIONAL-TECHNICAL LABORATORY OF RUTGERS UNIVERSITY, THIS IS THE SECOND OF TWO LABORATORY MANUALS FOR TEACHER AND STUDENT USE IN TEACHING THE FUNDAMENTALS OF ELECTRONICS. CONTENTS ARE DESIGNED TO CHALLENGE PROSPECTIVE ELECTRONICS TECHNICIANS THROUGH PROBLEM-SOLVING TECHNIQUES CONCERNING A-C CIRCUITS. THE 16 EXPERIMENTS, FOR USE WITH A BASIC ELECTRONICS OR ELECTRICITY TEXTBOOK, INCLUDE OBJECTIVES, INTRODUCTION, MATERIAL OR EQUIPMENT REQUIRED, PROCEDURE, CONCLUSIONS, AND QUESTIONS. A LIST OF ELECTRONIC SYMBOLS IS APPENDED. PART ONE IS AVAILABLE AS VT 012 900, ALSO IN THIS ISSUE. (GEB)

VT 012 902
JONES, GLENN C.
INTRODUCTION TO ELECTRONICS FOR ELECTRICAL AND ELECTRONICS STUDENTS, PART I.

CAMDEN COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, SICKLERVILLE, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903

($2.00).
PUB DATE - SEP70 222P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; INDUSTRIAL ARTS; INSTRUCTIONAL MATERIALS; ADULT VOCATIONAL EDUCATION; SECONDARY GRADES; ACHIEVEMENT TESTS; VOCATIONAL EDUCATION

ABSTRACT - DEVELOPED BY ELECTRONICS TEACHERS IN CAMDEN COUNTY VOCATIONAL AND TECHNICAL SCHOOLS OF NEW JERSEY IN COOPERATION WITH THE VOCATIONAL-TECHNICAL LABORATORY OF RUTGERS UNIVERSITY, THIS IS THE FIRST OF TWO GUIDES DESIGNED FOR TEACHER AND STUDENT USE IN INTRODUCING THE BASIC PRINCIPLES OF ELECTRICITY AND ELECTRONICS. UNITS, EACH CONSISTING OF THREE OR MORE LESSONS, COVER THE FOLLOWING TOPICS: (1) SAFETY, (2) TOOLS, (3) ATOMS, ELECTRONS, AND ELECTRICITY, (4) CURRENT AND CONDUCTORS, (5) VOLTAGE AND POTENTIAL, (6) THE BATTERY, (7) RESISTANCE AND RESISTORS, (8) THE METRIC SYSTEM AND POWERS OF TEN, (9) READING SCALES, (10) THE SLIDE RULE, (11) OHM'S LAW, AND (12) READING THE METERS. THE LESSONS CONTAIN EXPLANATORY INFORMATION, ASSIGNMENTS, QUESTIONS, ILLUSTRATIONS, AND DIAGRAMS. ACHIEVEMENT TESTS ARE INCLUDED. A CONTINUATION OF THIS COURSE IS INCLUDED IN A RELATED DOCUMENT, AVAILABLE AS VT 012 903, ALSO IN THIS ISSUE. (GEB)

VT 012 903
JONES, GLENN C.
INTRODUCTION TO ELECTRONICS FOR ELECTRICAL AND ELECTRONICS STUDENTS, PART 2.

CAMDEN COUNTY VOCATIONAL AND TECHNICAL HIGH SCHOOLS, SICKLERVILLE, N.J.
RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. VOCATIONAL-TECHNICAL CURRICULUM LAB.
NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION
VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 4103 BUILDING, KILMER CAMPUS, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).
PUB DATE - MAR71 184P.

DESCRIPTORS - *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *ELECTRICITY; *ELECTRONICS; VOCATIONAL EDUCATION; INDUSTRIAL ARTS; INSTRUCTIONAL MATERIALS; SECONDARY GRADES; ACHIEVEMENT TESTS; GLOSSARIES; ADULT VOCATIONAL EDUCATION

ABSTRACT - DEVELOPED BY EDUCATORS IN CAMDEN COUNTY VOCATIONAL AND TECHNICAL SCHOOLS OF NEW JERSEY IN COOPERATION WITH THE VOCATIONAL-TECHNICAL LABORATORY OF RUTGERS UNIVERSITY, THIS IS THE SECOND OF A 2-PART GUIDE DESIGNED FOR TEACHER AND STUDENT USE IN INTRODUCING THE BASIC PRINCIPLES OF ELECTRICITY AND ELECTRONICS. EIGHT UNITS, EACH CONSISTING OF THREE OR MORE LESSONS, COVER THE FOLLOWING TOPICS: (1) KIRCHHOFF'S LAWS, (2) MAGNETISM, (3) METER MOVEMENTS, (4) MULTIMETERS, (5) AMATEUR RADIO LICENSING, (6) ALTERNATING CURRENT, (7) EFFECTS OF CAPACITANCE AND INDUCTANCE, AND (8) POWER SUPPLIES. OTHER THAN BACKGROUND AND EXPLANATORY INFORMATION, THE LESSONS CONTAIN ASSIGNMENTS, QUESTIONS, AND ILLUSTRATIONS. A GLOSSARY, AN EXPLANATION OF ELECTRICAL SYMBOLS, AND ACHIEVEMENT TESTS ARE INCLUDED. PART 1 OF THE GUIDE IS AVAILABLE AS VT 012 902, ALSO IN THIS ISSUE. (GEB)

VT 012 948
GROUND INSTRUCTOR EXAMINATION GUIDE. BASIC-ADVANCED.

FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C.
AC-143-1B
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (TD4.408:G91, $1.00).
PUB DATE - 67 64P.

DESCRIPTORS - *AVIATION TECHNOLOGY; *STUDY GUIDES; *INSTRUCTIONAL MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; RESOURCE MATERIALS; *TESTS; INDIVIDUALIZED INSTRUCTION; MAPS; MAP SKILLS

ABSTRACT - PREPARED BY THE FLIGHT STANDARDS SERVICE OF THE FEDERAL AVIATION ADMINISTRATION, THIS STUDY GUIDE IS AN AID IN PREPARING FOR THE BASIC OR ADVANCED GROUND INSTRUCTOR WRITTEN EXAMINATION. INCLUDED IN THE GUIDE ARE: (1) RECOMMENDED STUDY MATERIALS AND OUTLINE, (2) A SAMPLE EXAMINATION, (3) WEATHER INFORMATION, (4) A DAILY WEATHER MAP, (5) AIRCRAFT DESCRIPTION AND PERFORMANCE DATA, AND (6) SAMPLE EXAM-O-GRAMS. ALSO INCLUDED ARE THE ANSWERS AND RELATED EXPLANATIONS FOR THE SAMPLE EXAMINATION. WORLD AERONAUTICAL CHART (405-GILA RIVER) IS INTENDED FOR USE WITH THIS GUIDE. (JS)

VT 013 059
FIRE CONTROL: FLAMMABLE LIQUIDS AND GASES. CALIFORNIA FIRE TRAINING PROGRAM.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. INSTRUCTIONAL MATERIALS LAB.
PUB DATE - 64 245P.

DESCRIPTORS - *INSTITUTES (TRAINING PROGRAMS); JOB TRAINING; *FIRE FIGHTERS; *TRADE AND INDUSTRIAL EDUCATION; *FIRE SCIENCE EDUCATION; SIMULATION; CITY GOVERNMENT; TRAINING TECHNIQUES; INSTRUCTIONAL FILMS; *INSTRUCTIONAL MATERIALS; TEACHING GUIDES; CURRICULUM GUIDES; STUDY GUIDES

ABSTRACT - DEVELOPED BY THE INSTRUCTIONAL MATERIALS LABORATORY OF THE CALIFORNIA STATE DEPARTMENT OF EDUCATION FOR USE BY LOCAL FIRE DEPARTMENTS IN PLANNING, DEVELOPING, AND MAINTAINING FIRE TRAINING PROGRAMS, THIS INSTRUCTIONAL MANUAL PROVIDES A GUIDE FOR INTENSIVE TRAINING IN CONTROLLING AND EXTINGUISHING OIL AND GAS FIRES. THE CONTENTS, FOLLOWING THE PLANS USED BY OIL INDUSTRY INSTRUCTORS AND BY SEVERAL FIRE SERVICE SCHOOLS, ARE DIVIDED INTO FOUR PARTS: (1) FUNDAMENTALS, (2) OIL FIRE CONTROL PROBLEMS, (3) PRACTICAL TRAINING TECHNIQUES, AND (4) OIL FIRE TRAINING FILMS. THE MANUAL IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS AND DIAGRAMS. (GEB)

VT 013 060
FUNDAMENTALS OF SERVICE: AIR CONDITIONING.

DEERE (JOHN) AND CO., MOLINE, ILL.
JOHN DEERE SERVICE PUBLICATION, JOHN DEERE ROAD, MOLINE, ILLINOIS 61265 ($3.60).
PUB DATE - MAY70 10[illegible]P.

DESCRIPTORS - *AGRICULTURAL EDUCATION; TRADE AND INDUSTRIAL EDUCATION; MANUALS; *SUPPLEMENTARY TEXTBOOKS; *AGRICULTURAL MACHINERY; *AIR CONDITIONING; ILLUSTRATIONS; SERVICE OCCUPATIONS; *AGRICULTURAL MACHINERY OCCUPATIONS; REFRIGERATION; REFRIGERATION MECHANICS

ABSTRACT - DEVELOPED BY DEERE AND COMPANY FOR USE AS A TRAINING MANUAL FOR SHOP TRAINEES, VOCATIONAL STUDENTS, AND INTERESTED LAYMEN, OR AS A REFERENCE SOURCE FOR EXPERIENCED MECHANICS, THIS MANUAL CONTAINS INFORMATION ON UNDERSTANDING AND SERVICING AIR CONDITIONING SYSTEMS. ARRANGED IN A STEP-BY-STEP MANNER WITH NUMEROUS ILLUSTRATIONS, THE CHAPTERS INCLUDE: (1) BASICS OF AIR CONDITIONING, (2) REFRIGERANTS AND OIL, (3) BASIC SYSTEM--HOW IT WORKS, (4) SERVICE EQUIPMENT, (5) INSPECTING THE SYSTEM, (6) DIAGNOSING THE SYSTEM, (7) TESTING AND ADJUSTING THE SYSTEM, (8) PREPARING SYSTEM FOR SERVICE, AND (9) TROUBLE SHOOTING CHARTS. DEFINITIONS OF TERMS AND SYMBOLS AND A SUBJECT INDEX ARE INCLUDED. A COMPREHENSIVE COLOR SLIDE SET OF THE LINE DRAWINGS AND PHOTOGRAPHS ILLUSTRATING THE TEXT IS AVAILABLE FROM THE SOURCE OF AVAILABILITY INDICATED FOR THIS DOCUMENT. RELATED DOCUMENTS ARE AVAILABLE AS VT 010 754-VT 010 757 (AIM FALL 1970). (GEB)

VT 013 069
MECHANICAL TRADE DRAFTING SYLLABUS.

NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF SECONDARY CURRICULUM DEVELOPMENT.
THE PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ALBANY, NEW YORK 12224 (SINGLE COPIES AVAILABLE).
PUB DATE - 71 43P.

DESCRIPTORS - *TEACHING GUIDES; *CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *DRAFTING; DRAFTSMEN; BIBLIOGRAPHIES; SUPPLIES; RESOURCE MATERIALS; INDUSTRIAL ARTS; METALS; POWER MECHANICS; ENGINEERING DRAWING; ORTHOGONAL PROJECTION

ABSTRACT - DEVELOPED BY THE BUREAU OF SECONDARY CURRICULUM DEVELOPMENT OF THE NEW YORK STATE EDUCATION DEPARTMENT, THIS TEACHING GUIDE IS FOR TEACHER USE IN BUILDING A COURSE OF STUDY IN DRAFTING. THE MATERIAL IS DESIGNED FOR USE OVER A 2-YEAR PERIOD, EACH CONSISTING OF 175 TEACHING DAYS OF 135 MINUTES PER DAY. OBJECTIVES INCLUDE THE DEVELOPMENT OF SKILLS AND TECHNIQUES, ACQUAINTANCE WITH SYSTEMS AND PROCEDURES RELATED TO DRAFTSMAN'S FUNCTIONS, AND THE DEVELOPMENT OF HABITS OF INDEPENDENT AND METHODICAL PROCEDURE IN THE PRODUCTION OF DRAWINGS. THE COURSE IS DIVIDED INTO TWO MAJOR UNITS, WITH EACH UNIT DIVIDED INTO 14 SECTIONS. EACH SECTION CONTAINS OBJECTIVES, A SUGGESTED TIME, AND SUGGESTED TOPICS. A BIBLIOGRAPHY, SUPPLIES AND EQUIPMENT LIST, VISUAL SOURCE DIRECTORY, AND A VISUALS LIST ARE INCLUDED. (GEB)

VT 013 099
LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE. THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM. LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210.
PUB DATE - 68 241P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *POLICE; *LAW ENFORCEMENT; JOB TRAINING; ADULT VOCATIONAL EDUCATION; COURSE CONTENT; BIBLIOGRAPHIES

ABSTRACT - THIS LEARNER'S MANUAL WAS PREPARED BY THE DIVISION OF VOCATIONAL EDUCATION OF THE OHIO STATE DEPARTMENT OF EDUCATION, IN COOPERATION WITH VARIOUS PERSONS AND ORGANIZATIONS, FOR USE IN THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM. THE PROGRAM IS DESIGNED TO ADEQUATELY MEET THE NEEDS AND IMPROVE THE COMPETENCIES AND SKILLS OF LOCAL LAW ENFORCEMENT PERSONNEL. INCLUDED IN THE 25 TRAINING PROCEDURES ARE: (1) UNIFORM, ACQUIRING AND MAINTAINING, (2) FELONIES, HANDLING, (3) TESTIFYING IN COURT, (4) FIRE SCENES, (5) TRAFFIC CONGESTION, HANDLING, AND (6) EMERGENCY CARE--FIRST AID. THE APPENDIXES CONSIST OF 45 SECTIONS, INCLUDING: (1) BILL OF RIGHTS, U.S. CONSTITUTION, (2) BUSINESS SECURITY SURVEY REPORT, (3) FIELD SKETCH SHEET, (4) COMMERCIAL RESTRAINT DEVICES, AND (5) REPORT OF DEATH. A BIBLIOGRAPHY IS PROVIDED, AND THE MANUAL IS ILLUSTRATED WITH LINE DRAWINGS, DIAGRAMS, AND PHOTOGRAPHS. RELATED DOCUMENTS ARE AVAILABLE AS ED 016 025 AND ED 016 027 (VT 000 689 AND VT 000 692, RESPECTIVELY, BOTH IN AIM SPRING 1968). (GEB)

VT 013 123
AUTO MECHANICS COURSE. BOOK 1: THE BRAKE SYSTEM.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 138P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *STUDY GUIDES; *WORKBOOKS; INDUSTRIAL ARTS; SKILL DEVELOPMENT; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE BRAKE SYSTEM WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF

RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 124
AUTO MECHANICS COURSE. BOOK 2: SIMPLE DC CIRCUITS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 75P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *ELECTRIC CIRCUITS; ELECTRIC BATTERIES; ELECTRICITY; MECHANICS (PROCESS); INDUSTRIAL ARTS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON SIMPLE DC CIRCUITS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 125
AUTO MECHANICS COURSE. BOOK 3: SIMPLE SCHEMATIC DIAGRAMS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 79P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *DIAGRAMS; GRAPHIC ART; ELECTRIC CIRCUITS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON SIMPLE SCHEMATIC DIAGRAMS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 126
AUTO MECHANICS COURSE. BOOK 4: AUTOMOTIVE ELECTRICAL SYSTEMS, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 174P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *ELECTRICAL SYSTEMS; ELECTRICITY; ELECTRIC CIRCUITS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON AUTOMOTIVE ELECTRICAL SYSTEMS, PART I, WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 127
AUTO MECHANICS COURSE. BOOK 5: AUTOMOTIVE ELECTRICAL SYSTEM, PARTII.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 119P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *ELECTRICAL SYSTEMS; ELECTRICITY; ELECTRIC CIRCUITS; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON AUTOMOTIVE ELECTRICAL SYSTEMS, PART II, WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 128
AUTO MECHANICS COURSE. BOOK 6: AUTOMOTIVE ELECTRICAL SYSTEMS, PART III.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 123P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *ELECTRICAL SYSTEMS; ELECTRICITY; ELECTRIC CIRCUITS; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON AUTOMOTIVE ELECTRICAL SYSTEMS, PART III, WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 129
AUTO MECHANICS COURSE. BOOK 7: THE FUEL SYSTEM.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 92P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *FUELS; MOTOR VEHICLES; ENGINES; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE FUEL SYSTEM WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 130
AUTO MECHANICS. BOOK 8: THE COOLING SYSTEM.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 121P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *ENGINES; MOTOR VEHICLES; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE COOLING SYSTEM WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 131
AUTO MECHANICS COURSE. BOOK 9: EXHAUST SYSTEM.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 62P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *EXHAUSTING
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE EXHAUST SYSTEM WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 132
AUTO MECHANICS COURSE. BOOK 10: THE POWER TRANSMISSION SYSTEM.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 120P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *POWER MECHANICS; MOTOR VEHICLES; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE POWER TRANSMISSION SYSTEM WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 133
AUTO MECHANICS COURSE. BOOK 11: THE STEERING SYSTEM.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 139P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *MOTOR VEHICLES

IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE STEERING SYSTEM WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 134

AUTO MECHANICS COURSE. BOOK 12: FRONT END GEOMETRY.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 107P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *MOTOR VEHICLES
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON FRONT END GEOMETRY WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 135

AUTO MECHANICS COURSE. BOOK 13: SUSPENSION SYSTEM.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 81P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; WORKBOOKS; *MOTOR VEHICLES; MECHANICS (PROCESS); *STUDY GUIDES
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE SUSPENSION SYSTEM WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 136

AUTO MECHANICS COURSE. BOOK 14: MAJOR PARTS OF AN ENGINE, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 121P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *ENGINES; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE MAJOR PARTS OF AN ENGINE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 103 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 137

AUTO MECHANICS COURSE. BOOK 15: MAJOR PARTS OF AN ENGINE, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 156P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *ENGINES; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE MAJOR PARTS OF AN ENGINE, PART II, WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 138

AUTO MECHANICS COURSE. BOOK 16: THE COMBUSTION CYCLE.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 109P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *ENGINES; FUELS; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE COMBUSTION CYCLE WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 139
AUTO MECHANICS COURSE. BOOK 17: FUNCTIONS OF LUBRICATING OIL.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 85P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *LUBRICANTS; ENGINES
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON FUNCTIONS OF LUBRICATING OIL WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 140
AUTO MECHANICS COURSE. BOOK 18: ENGINE LUBRICATING SYSTEM.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 133P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; *LUBRICANTS; ENGINES; MECHANICS (PROCESS)
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE ENGINE LUBRICATING SYSTEM WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 141
AUTO MECHANICS COURSE. BOOK 19: RECOMMENDING OIL CHANGES.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 96P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *LUBRICANTS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON OIL CHANGES WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 142
AUTO MECHANICS COURSE. BOOK 20: USE OF LUBRICATION CHART.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND .

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *LUBRICANTS
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON THE USE OF LUBRICATION CHARTS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 023-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 143
AUTO MECHANICS COURSE. BOOK 21: ORDERING REPLACEMENT PARTS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 108P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *MOTOR VEHICLES
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON ORDERING REPLACEMENT PARTS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 144
AUTO MECHANICS COURSE. BOOK 22: SALESMANSHIP AND GOOD CUSTOMER RELATIONS.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 124P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *SALESMANSHIP; AUTO PARTS MEN; MOTOR VEHICLES
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON SALESMANSHIP AND GOOD CUSTOMER RELATIONS WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 145
AUTO MECHANICS COURSE. BOOK 23: DRIVING REGULATIONS, PART I.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 162P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *TRAFFIC REGULATIONS; DRIVER EDUCATION; TRAFFIC SAFETY
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON DRIVING REGULATIONS, PART I, WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 146
AUTO MECHANICS COURSE. BOOK 24: DRIVING REGULATIONS, PART II.

BASIC SYSTEMS, INC., NEW YORK, N.Y.
DEPARTMENT OF LABOR, WASHINGTON, D.C.
YMCA OF GREATER NEW YORK, BROOKLYN, N.Y.
PUB DATE - ND 148P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; INDUSTRIAL ARTS; *AUTO MECHANICS; *STUDY GUIDES; WORKBOOKS; MECHANICS (PROCESS); *TRAFFIC REGULATIONS; DRIVER EDUCATION; TRAFFIC SAFETY
IDENTIFIERS - *MANPOWER DEVELOPMENT AND TRAINING ACT PROGRAMS; MDTA PROGRAMS

ABSTRACT - THIS COMBINATION STUDY GUIDE AND WORKBOOK FOR A BASIC AUTO MECHANICS COURSE ON DRIVING REGULATIONS, PART II WAS DEVELOPED UNDER THE MANPOWER DEVELOPMENT AND TRAINING ACT OF 1962. CONTENTS ARE PRESENTED IN A VERY SIMPLE PROGRAMED FORMAT PROVIDING QUESTIONS AND ANSWERS FOR STUDENTS. ILLUSTRATIONS, DIAGRAMS, A PRE-TEST, AND A POST-TEST ARE INCLUDED. THIS DOCUMENT IS ONE IN A SERIES OF RELATED DOCUMENTS AVAILABLE IN THIS ISSUE AS VT 013 123-VT 013 146, AND PART OF A SERIES OF PROGRAMED REMEDIAL MATERIALS DEVELOPED BY BASIC SYSTEMS, INC. (GB)

VT 013 277
SCHOOL BUS DRIVER TRAINING. BASIC COURSE LEARNER'S MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210.
PUB DATE - 71 133P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *SCHOOL BUSES; CURRICULUM GUIDES; BUS TRANSPORTATION; STUDENT TRANSPORTATION; TRAFFIC SAFETY; TRAFFIC REGULATIONS; *DRIVER EDUCATION; MOTOR VEHICLES; FIRST AID; *MANUALS
IDENTIFIERS - *SCHOOL BUS DRIVERS

ABSTRACT - OHIO STATE STAFF PERSONNEL PREPARED THIS MANUAL TO ASSIST SCHOOL BUS DRIVERS IN THE STATE OF OHIO TO BECOME FAMILIAR WITH THE TRANSPORTATION LAWS, TO ACQUAINT THEM WITH THE BEST KNOWN TECHNIQUES OF SCHOOL BUS DRIVING, AND TO IMPRESS UPON

THEM THE MAGNITUDE OF THEIR RESPONSIBILITIES. TEN UNITS INCLUDE: (1) INTRODUCTION TO SCHOOL BUS DRIVER EDUCATION, (2) PUBLIC RELATIONS, (3) PUPIL TRANSPORTATION LAWS AND REGULATIONS IN OHIO, (4) DIGEST OF MOTOR VEHICLE LAWS OF OHIO, (5) BUS MAINTENANCE, (6) DRIVING FUNDAMENTALS, (7) DEFENSIVE DRIVING, (8) SAFETY AND EMERGENCY PROCEDURES, (9) FIRST AID, AND (10) THE SPECIAL CHILD. MOST SECTIONS IN THE UNITS PROVIDE CONTENT, ORIENTATION MATERIAL, PRESENTATION SUGGESTIONS, AND A SUMMARY. A GLOSSARY AND BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 013 278
SCHOOL BUS DRIVER EDUCATION. PRE-EMPLOYMENT COURSE MANUAL.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.
TRADE AND INDUSTRIAL EDUCATION SERVICE
OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210.
PUB DATE - 71 91P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; CURRICULUM GUIDES; *STUDY GUIDES; *SCHOOL BUSES; BUS TRANSPORTATION; TRAFFIC SAFETY; *DRIVER EDUCATION; TRAFFIC REGULATIONS; MOTOR VEHICLES; *MANUALS; STUDENT TRANSPORTATION
IDENTIFIERS - *SCHOOL BUS DRIVERS

ABSTRACT - OHIO STATE STAFF PREPARED THIS MANUAL TO ASSIST PROSPECTIVE SCHOOL BUS DRIVERS IN BECOMING FAMILIAR WITH THE TRANSPORTATION LAWS AND REGULATIONS, TO ACQUAINT THEM WITH THE PROPER TECHNIQUES OF SCHOOL BUS DRIVING, AND TO IMPRESS UPON THEM THE MAGNITUDE OF THEIR RESPONSIBILITIES. FIVE UNITS INCLUDED ARE: (1) THE SCHOOL BUS DRIVER, (2) PUPIL TRANSPORTATION LAWS AND REGULATIONS IN OHIO, (3) DIGEST OF MOTOR VEHICLE LAWS IN OHIO, (4) SCHOOL BUS ORIENTATION, AND (5) DRIVING FUNDAMENTALS. MOST SECTIONS IN THE UNITS PROVIDE CONTENT, ORIENTATION MATERIAL, PRESENTATION SUGGESTIONS, AND A SUMMARY. A LIMITED NUMBER OF ILLUSTRATIONS ARE USED THROUGHOUT. A GLOSSARY AND BIBLIOGRAPHY ARE INCLUDED. (GEB)

VT 013 298
CONSTRUCTION--SUPERVISION AND INSPECTION, COURSE OF STUDY.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
STRUCTURAL-SER-1
PUB DATE - 66 255P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CONSTRUCTION PROGRAMS; *SUPERVISION; *INSPECTION; *STRUCTURAL BUILDING SYSTEMS; VOCATIONAL EDUCATION; CONTRACTS; CIVIL ENGINEERING; BUILDING MATERIALS; PRESTRESSED CONCRETE; GRAPHS; CHARTS; REFERENCE MATERIALS; TEACHING GUIDES; STUDY GUIDES

ABSTRACT - THIS TEACHING GUIDE, DEVELOPED BY THE BUREAU OF INDUSTRIAL EDUCATION IN COOPERATION WITH THE EDUCATION ADVISORY COMMITTEE OF THE CALIFORNIA COUNCIL OF CONSTRUCTION INSPECTORS ASSOCIATION, IS INTENDED FOR ONE SEMESTER'S INSTRUCTION OF PERSONS WHO WILL BE ENGAGED IN THE SUPERVISION AND CONSTRUCTION OF BUILDINGS UNDER CONSTRUCTION. THE MATERIAL IS DIVIDED INTO FIVE MAJOR UNITS, AND EACH UNIT CONTAINS SEVERAL SECTIONS. THE FIVE UNITS ARE: (1) CONSTRUCTION CONTRACT DOCUMENTS AND PLAN READING, (2) SITE LAYOUT, (3) BASIC PRINCIPLES OF STRUCTURAL ENGINEERING AND MECHANICS OF MATERIALS, (4) SOIL FUNDAMENTALS, AND (5) CONCRETE CONSTRUCTION. SPECIFIC OBJECTIVES AND OTHER PERTINENT INFORMATION ARE GIVEN FOR EACH UNIT. THIS DOCUMENT IS ILLUSTRATED WITH DIAGRAMS, GRAPHS, CHARTS, AND PICTURES, AND CONTAINS AN EXTENSIVE REFERENCE LIST. THIS DOCUMENT IS IN DRAFT FORM AND WILL BE REFINED AFTER IT HAS BEEN TESTED. A RELATED DOCUMENT IS AVAILABLE AS VT 013 299 (ALSO IN THIS ISSUE). (GEB)

VT 013 299
CONSTRUCTION--SUPERVISION AND INSPECTION, COURSE OF STUDY.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
STRUCTURAL-SER-2
PUB DATE - 67 223P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *SUPERVISION; *CONSTRUCTION PROGRAMS; *INSPECTION; VOCATIONAL EDUCATION; ROAD CONSTRUCTION; STRUCTURAL BUILDING SYSTEMS; UTILITIES; METALS; TEACHING GUIDES; STUDY GUIDES; BUILDING MATERIALS

ABSTRACT - THIS TEACHING GUIDE, DEVELOPED BY THE BUREAU OF INDUSTRIAL EDUCATION IN COOPERATION WITH THE EDUCATION ADVISORY CWMMITTEE OF THE CALIFORNIA COUNCIL OF CONSTRUCTION INSPECTORS ASSOCIATION, IS INTENDED FOR ONE SEMESTER'S INSTRUCTION OF PERSONS WHO WILL BE ENGAGED IN THE SUPERVISION AND CONSTRUCTION OF BUILDINGS UNDER CONSTRUCTION. THE MATERIAL IS DIVIDED INTO SEVEN UNITS WHICH INCLUDE: (1) DUTIES OF THE CONSTRUCTION INSPECTOR, (2) STRUCTURAL WOOD MATERIALS, (3) STRUCTURAL METALS, (4) MASONRY, (5) PAVING, (6) UTILITIES, AND (7) REVIEW AND EXAMINATION. THIS DOCUMENT IS ILLUSTRATED WITH DIAGRAMS, GRAPHS, CHARTS, AND PICTURES. A RELATED DOCUMENT IS AVAILABLE AS VT 013 298 (ALSO IN THIS ISSUE). (GEB)

VT 013 302
OPERATING ENGINEERS, HEAVY EQUIPMENT AND ITS USES--BASIC MACHINES, MAJOR ATTACHMENTS, SAFETY PRECAUTIONS, AND PRINCIPAL APPLICATIONS, TESTBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
PUB DATE - 66 31P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *OBJECTIVE TESTS; SAFETY; *CONSTRUCTION INDUSTRY; EQUIPMENT; OPERATING ENGINEERING

ABSTRACT - THIS TESTBOOK INCLUDES OBJECTIVE TESTS COVERING EACH TOPIC IN THE WORKBOOK FOR

THE COURSE THAT IT ACCOMPANIES. TOPICS ARE: (1) REVOLVING SHOVEL AND CRANE TYPE EQUIPMENT, (2) MATERIAL HOISTING AND HANDLING EQUIPMENT, (3)-TRACTORS, (4) GRADERS, (5) SCRAPERS, (6) LOADERS, (7) COMPACTION EQUIPMENT, (8) PLANT EQUIPMENT, AND (9) PAVING EQUIPMENT. THE "OPERATING ENGINEERS WORKBOOK" IB AVAILABLE AS VT 004 171, IN AIM FALL 1968. (GB)

VT 013 303
OPERATING ENGINEERS, FIRST COURSE IN APPRENTICESHIP--CONSTRUCTION MATERIALS, PLANTS, AND MATERIALS APPLICATION. TESTBOOK, PART 2.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
CALIFORNIA STATE DEPT. OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 66 16P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *OPERATING ENGINEERING; *OBJECTIVE TESTS; *APPRENTICESHIPS; INSTRUCTIONAL MATERIALS; BUILDING MATERIALS; EQUIPMENT UTILIZATION

ABSTRACT - THE CALIFORNIA STATE DEPARTMENT OF EDUCATION PREPARED THIS TWO-PART TESTBOOK FOR INSTRUCTOR USE WITH WORKBOOKS IN TEACHING OPERATING ENGINEER APPRENTICES. THIS DOCUMENT, PART TWO, INCLUDES THREE MAJOR STUDY UNITS: (1) CONSTRUCTION MATERIALS, (2) PLANT OPERATION AND MAINTENANCE, AND (3) MATERIALS AND APPLICATION. THE FIRST AND THIRD UNITS CONTAIN 25 MULTIPLE-CHOICE QUESTIONS EACH, AND THE SECOND UNIT CONTAINS 50 MULTIPLE-CHOICE QUESTIONS. A RELATED DOCUMENT, THE WORKBOOK ON WHICH THESE TESTS ARE BASED, IS AVAILABLE AS VT 011 243 (AIM SPRING 1971). (GEB)

VT 013 304
OPERATING ENGINEERS, SPECIAL SYSTEMS--HYDRAULIC, ELECTRIC, PNEUMATIC, AND RIGGING. TESTBOOK.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
CALIFORNIA STATE DEPT. OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 65 27P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *OBJECTIVE TESTS; *OPERATING ENGINEERING; *INSTRUCTIONAL MATERIALS; EQUIPMENT UTILIZATION; HYDRAULICS; ELECTRICAL SYSTEMS; *APPRENTICESHIPS

ABSTRACT - THE CALIFORNIA STATE DEPARTMENT OF EDUCATION PREPARED THIS TESTBOOK FOR INSTRUCTOR USE WITH THE WORKBOOK FOR TEACHING OPERATING ENGINEER APPRENTICES. THE MAJOR UNITS OF STUDY INCLUDE: (1) HYDRAULICS, (2) FUNDAMENTALS OF RIGGING, (3) INDUSTRIAL APPLICATIONS OF RIGGING, (4) ELECTRIC POWER, (5) STORAGE BATTERIES, AND (6) PNEUMATICS. TWENTY-FIVE MULTIPLE-CHOICE QUESTIONS ARE PROVIDED FOR EACH UNIT EXCEPT FOR THE ONE ON ELECTRIC POWER WHICH CONTAINS 50 MULTIPLE-CHOICE QUESTIONS. THE WORKBOOK ON WHICH THESE TESTS ARE BASED IS AVAILABLE AS VT 011 258 (AIM SPRING 1971). (GEB)

VT 013 305
OPERATING ENGINEERS, FIRST COURSE IN APPRENTICESHIP--APPRENTICESHIP STANDARDS, SAFETY AND FIRST AID, HEAVY EQUIPMENT, AND ELEMENTARY GRADE SETTING. TESTBOOK, PART 1.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO.
CALIFORNIA STATE DEPT. OF EDUCATION, FISCAL OFFICE--ORDER SECTION, 721 CAPITOL MALL, SACRAMENTO, CALIFORNIA 95814.
PUB DATE - 65 23P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *OPERATING ENGINEERING; *OBJECTIVE TESTS; INSTRUCTIONAL MATERIALS; STANDARDS; *APPRENTICESHIPS; LABOR STANDARDS; SAFETY EDUCATION; FIRST AID
IDENTIFIERS - HEAVY EQUIPMENT OPERATORS

ABSTRACT - THE CALIFORNIA STATE DEPARTMENT OF EDUCATION PREPARED THIS TWO-PART TESTBOOK FOR INSTRUCTOR USE WITH WORKBOOKS IN TEACHING OPERATING ENGINEER APPRENTICES. THIS DOCUMENT, PART ONE, INCLUDES FOUR MAJOR STUDY UNITS: (1) BACKGROUND OF APPRENTICESHIP, (2) SAFETY AND FIRST AID, (3) ORIENTATION TO HEAVY EQUIPMENT, AND (4) PLAN READING AND GRADE SETTING. THE FIRST AND THIRD UNITS CONTAIN 50 MULTIPLE-CHOICE QUESTIONS EACH, AND THE SECOND AND FOURTH UNITS CONTAIN 25 MULTIPLE-CHOICE QUESTIONS EACH. THE WORKBOOKS ON WHICH THESE TESTS ARE BASED IS AVAILABLE AS VT 011 242 (AIM SPRING 1971). (GEB)

VT 013 317
FARKAS, A.G.
CONSTRUCTION METHODS AND EQUIPMENT. COURSE OUTLINE.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. DEPT. OF COMMUNITY COLLEGES.
T-CIV-217
PUB DATE - NOV63 14P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; POST SECONDARY EDUCATION; *CONSTRUCTION (PROCESS); *ROAD CONSTRUCTION; BUILDING MATERIALS; VOCATIONAL EDUCATION; *TRANSPORTATION; EQUIPMENT; MASONRY; STRUCTURAL BUILDING SYSTEMS

ABSTRACT - DEVELOPED BY THE VOCATIONAL-TECHNICAL DIVISION OF THE NORTH CAROLINA STATE BOARD OF EDUCATION, THIS OUTLINE IS FOR INSTRUCTOR USE IN PLANNING A COURSE ON CONSTRUCTION METHODS AND EQUIPMENT. SPECIFIC OBJECTIVES ARE TO: (1) STUDY METHODS AND EQUIPMENT FOR VARIOUS TYPES OF EXCAVATIONS, AND FOR HIGHWAYS AND PAVEMENT CONSTRUCTION, (2) STUDY TYPES OF PILES, AND TECHNIQUES OF STEEL ERECTION, AND (3) INVESTIGATE RESIDENTIAL BUILDING METHODS AND DETAILS. THE MATERIAL IS PRESENTED IN OUTLINE FORM CONSISTING OF 17 MAJOR TOPICS, AND IS RECOMMENDED FOR USE WITH THE TEXT BY R.L. PEURIFOY ENTITLED "CONSTRUCTION PLANNING, EQUIPMENT, AND METHODS." A LIST OF SUGGESTED REFERENCES IS INCLUDED. A RELATED DOCUMENT IS

AVAILABLE AS VT 013 318, ALSO IN THIS ISSUE.
(GEB)

VT 013 318
FARKAS, A.G.
CONSTRUCTION OF ROADS AND PAVEMENTS. COURSE OUTLINE.

NORTH CAROLINA STATE BOARD OF EDUCATION,
RALEIGH. DEPT. OF COMMUNITY COLLEGES.
T-CIV-227
PUB DATE - NOV63 7P.

DESCRIPTORS - *TRADE AND INDUSTRIAL EDUCATION; *CURRICULUM GUIDES; *CONSTRUCTION (PROCESS); *ROAD CONSTRUCTION; *TRANSPORTATION; POST SECONDARY EDUCATION; BUILDING MATERIALS; VOCATIONAL EDUCATION

ABSTRACT - DEVELOPED BY THE VOCATIONAL-TECHNICAL DIVISION OF THE NORTH CAROLINA STATE BOARD OF EDUCATION, THIS OUTLINE IS FOR INSTRUCTOR USE IN PLANNING A COURSE ON CONSTRUCTION OF ROADS AND PAVEMENTS. SPECIFIC OBJECTIVES ARE TO: (1) ANALYZE THE EFFECTS OF VARIOUS TYPES OF LOADS ON FLEXIBLE AND RIGID PAVEMENTS, (2) STUDY SUBGRADES, INCLUDING TYPES, PROPERTIES, PREPARATION, STABILIZATION, AND TESTING, (3) TEACH THE DESIGN OF BITUMINOUS SURFACES AND CONCRETE PAVEMENTS, AND (4) STUDY TECHNIQUES AND DETAILS PERTAINING TO PAVEMENTS. THE MATERIAL IS DESIGNED IN OUTLINE FORM WITH 13 MAJOR TOPICS INCLUDED, AND IS RECOMMENDED FOR USE WITH THE TEXT BY LAURENCE HEWES AND OTHERS ENTITLED "HIGHWAY ENGINEERING." TWO OTHER SUGGESTED REFERENCES ARE LISTED. A RELATED DOCUMENT IS AVAILABLE AS VT 013 317, ALSO IN THIS ISSUE. (GEB)

VT 013 330
HANDBOOK FOR SCHOOL BUS DRIVERS, A SUGGESTED OUTLINE.

NEW YORK STATE EDUCATION DEPT., ALBANY. DIV. OF EDUCATIONAL MANAGEMENT SERVICES.
PUB DATE - JAN66 25P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *SCHOOL BUSES; *DRIVER EDUCATION; *GUIDES; *MANUALS; INSTRUCTIONAL MATERIALS

ABSTRACT - SCHOOL BUS DRIVERS MUST BE FAMILIAR WITH SCHOOL DISTRICT RULES AND PROCEDURES RELATING TO BUS ROUTES, MAINTENANCE, PERSONNEL POLICY, TIME SCHEDULES, AND TRANSPORTATION POLICY. THIS CAN BE ACHIEVED THROUGH A PAMPHLET GIVEN TO EACH DRIVER FOR READY REFERENCE. DEVELOPED BY THE NEW YORK STATE DEPARTMENT OF EDUCATION, THIS OUTLINE IS INTENDED TO ASSIST SCHOOL ADMINISTRATORS IN THE DEVELOPMENT OF SUCH A PAMPHLET. THE OUTLINE POINTS UP THE IMPORTANT AREAS OF INFORMATION WHICH SHOULD BE AVAILABLE TO THE SCHOOL BUS DRIVER. (GB)

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VT 000 310	ED 021 029
VT 000 311	ED 021 030
VT 000 312	ED 021 031
VT 000 313	ED 021 032
VT 000 314	ED 021 033
VT 000 315	ED 021 022
VT 000 316	*ED 022 971
VT 000 317	ED 021 035
VT 000 318	ED 021 036
VT 000 319	ED 021 037
VT 000 320	ED 021 038
VT 000 321	ED 021 039
VT 000 431	*ED 030 770
VT 000 432	*ED 034 074
VT 000 550	*ED 030 770
VT 000 551	*ED 030 770
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VT 000 688	*ED 032 434
VT 000 689	ED 016 025
VT 000 690	ED 016 026
VT 000 691	*ED 032 434
VT 000 692	ED 016 027
VT 000 693	ED 016 028
VT 000 698	*ED 017 746
VT 000 699	*ED 017 746
VT 000 700	*ED 028 305
VT 000 701	*ED 032 434
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VT 000 704	*ED 017 746
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VT 000 706	*ED 030 770
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VT 000 720	*ED 030 770
VT 000 721	ED 016 029
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VT 000 727	*ED 017 746
VT 000 728	*ED 017 746
VT 000 729	*ED 032 434
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VT 000 737	*ED 032 434
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VT 000 748	*ED 032 434
VT 000 749	*ED 032 434
VT 000 750	*ED 032 434
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VT 000 757	*ED 028 305
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VT 000 760	*ED 028 305
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VT 000 766	*ED 030 770
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VT 000 770	*ED 030 770
VT 000 772	*ED 022 971
VT 000 775	*ED 028 305
VT 000 786	*ED 030 770
VT 000 804	*ED 032 434
VT 000 861	*ED 034 074
VT 000 905	*ED 020 442
VT 001 250	*ED 015 349
VT 001 277	*ED 013 339
VT 001 278	ED 013 306
VT 001 279	*ED 015 349
VT 001 284	*ED 034 074
VT 001 287	*ED 030 770
VT 001 288	*ED 041 177
VT 001 294	*ED 030 770
VT 001 337	ED 013 903
VT 001 418	*ED 030 770
VT 001 531	*ED 028 305
VT 001 534	ED 013 308
VT 001 627	*ED 020 442
VT 001 628	*ED 020 442
VT 001 663	*ED 020 442
VT 001 671	*ED 015 349
VT 001 678	*ED 034 074
VT 001 731	*ED 032 434
VT 001 736	ED 013 309
VT 001 791	ED 012 320
VT 001 829	*ED 020 442
VT 001 837	*ED 015 349
VT 001 856	ED 013 312
VT 001 867	*ED 032 434
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VT 001 875	ED 013 313
VT 001 878	ED 013 909
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VT 001 950	ED 023 786
VT 001 961	ED 026 455
VT 001 980	ED 013 314
VT 001 989	ED 013 911
VT 001 999	*ED 042 931
VT 002 000	*ED 030 770
VT 002 013	*ED 042 931
VT 002 042	*ED 020 442
VT 002 043	*ED 017 746
VT 002 045	*ED 020 442
VT 002 047	*ED 015 349
VT 002 049	*ED 015 349
VT 002 050	*ED 020 442
VT 002 053	*ED 045 856
VT 002 056	*ED 017 746
VT 002 067	ED 013 913
VT 002 072	*ED 020 442
VT 002 076	*ED 020 442
VT 002 077	*ED 020 442

This index is cumulative from Fall 1967 through Fall 1971. ED numbers designated with asterisks refer to AIM Microfiche Collections.

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VT 002 080	*ED 020 442
VT 002 083	ED 013 315
VT 002 085	*ED 020 442
VT 002 086	*ED 020 442
VT 002 087	*ED 020 442
VT 002 089	*ED 020 442
VT 002 097	*ED 020 442
VT 002 099	ED 013 316
VT 002 100	*ED 037 585
VT 002 117	ED 013 914
VT 002 125	*ED 034 074
VT 002 267	*ED 020 442
VT 002 272	ED 013 927
VT 002 376	ED 013 929
VT 002 397	*ED 041 177
VT 002 398	*ED 041 177
VT 002 400	*ED 041 177
VT 002 401	*ED 041 177
VT 002 409	ED 013 930
VT 002 411	ED 013 931
VT 002 421	ED 013 327
VT 002 422	ED 012 335
VT 002 484	ED 012 336
VT 002 515	ED 013 328
VT 002 516	ED 012 337
VT 002 565	*ED 032 434
VT 002 595	*ED 049 382
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VT 002 640	*ED 030 770
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VT 002 660	*ED 045 856
VT 002 661	*ED 045 856
VT 002 685	*ED 045 856
VT 002 687	*ED 020 442
VT 002 761	*ED 020 442
VT 002 762	ED 013 934
VT 002 763	*ED 034 074
VT 002 779	ED 013 936
VT 002 782	ED 013 329
VT 002 783	ED 014 557
VT 002 784	ED 014 558
VT 002 785	*ED 022 971
VT 002 789	ED 013 331
VT 002 795	ED 014 559
VT 002 819	*ED 015 349
VT 002 834	*ED 045 856
VT 002 868	*ED 022 971
VT 002 893	ED 017 663
VT 002 907	*ED 020 442
VT 002 913	ED 029 080
VT 002 924	ED 013 939
VT 002 940	*ED 020 442
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VT 002 989	ED 014 562
VT 002 990	*ED 020 442
VT 002 991	*ED 022 971
VT 002 992	ED 014 563
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VT 003 024	ED 013 947
VT 003 108	*ED 015 349
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VT 003 112	*ED 015 349
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VT 003 116	*ED 017 746
VT 003 119	*ED 015 349
VT 003 120	*ED 015 349
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VT 003 129	*ED 013 339
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VT 003 133	*ED 017 746
VT 003 134	*ED 017 746
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VT 003 136	*ED 017 746
VT 003 143	*ED 015 349
VT 003 151	*ED 017 746
VT 003 154	*ED 017 746
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VT 003 156	*ED 015 349
VT 003 159	*ED 015 349
VT 003 160	ED 013 950
VT 003 161	*ED 015 349
VT 003 163	*ED 017 746
VT 003 164	*ED 015 349
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VT 003 185	*ED 020 442
VT 003 186	*ED 020 442
VT 003 187	*ED 020 442
VT 003 188	*ED 020 442
VT 003 189	*ED 034 074
VT 003 190	*ED 020 442
VT 003 191	*ED 020 442
VT 003 192	*ED 020 442
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VT 003 197	*ED 017 746
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VT 003 266	*ED 020 442
VT 003 268	*ED 020 442
VT 003 269	*ED 020 442
VT 003 270	*ED 020 442
VT 003 313	*ED 032 434
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VT 003 491	*ED 020 442
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VT 003 502	ED 016 078
VT 003 503	ED 016 816
VT 003 507	ED 014 572
VT 003 508	ED 014 573
VT 003 509	*ED 020 442
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VT 003 512	*ED 020 442
VT 003 513	ED 014 574
VT 003 514	*ED 020 442
VT 003 515	*ED 020 442
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VT 003 518	*ED 020 442
VT 003 533	*ED 037 585
VT 003 565	ED 015 271
VT 003 624	*ED 020 442
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VT 003 725	*ED 020 442
VT 003 726	*ED 045 856
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VT 003 728	*ED 045 856
VT 003 729	*ED 020 442
VT 003 730	*ED 045 856
VT 003 731	*ED 020 442
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VT 003 736	*ED 020 442
VT 003 741	*ED 020 442
VT 003 742	*ED 020 442
VT 003 743	*ED 020 442
VT 003 798	*ED 022 971
VT 003 957	*ED 028 305

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VT 003 993	*ED 022 971	VT 005 664	ED 021 081	VT 005 880	*ED 032 434
VT 004 067	*ED 017 746	VT 005 665	ED 021 082	VT 005 881	*ED 032 434
VT 004 068	*ED 017 746	VT 005 666	ED 021 083	VT 005 882	*ED 032 434
VT 004 069	*ED 017 746	VT 005 667	ED 021 084	VT 005 883	*ED 032 434
VT 004 150	*ED 042 931	VT 005 668	ED 021 085	VT 005 884	*ED 032 434
VT 004 162	ED 016 841	VT 005 669	ED 021 086	VT 005 885	*ED 032 434
VT 004 163	ED 016 842	VT 005 670	ED 021 087	VT 005 886	*ED 032 434
VT 004 164	ED 016 843	VT 005 671	ED 021 088	VT 005 956	*ED 032 434
VT 004 165	ED 016 844	VT 005 672	ED 021 089	VT 005 957	*ED 032 434
VT 004 170	*ED 022 971	VT 005 673	ED 021 090	VT 005 958	*ED 032 434
VT 004 171	*ED 022 971	VT 005 674	ED 021 091	VT 005 959	*ED 032 434
VT 004 192	*ED 034 074	VT 005 675	ED 021 092	VT 005 960	*ED 032 434
VT 004 264	*ED 034 074	VT 005 676	ED 021 093	VT 005 961	*ED 032 434
VT 004 305	ED 018 649	VT 005 677	ED 021 094	VT 005 962	*ED 032 434
VT 004 370	ED 018 650	VT 005 678	ED 021 095	VT 006 006	ED 021 149
VT 004 380	*ED 041 177	VT 005 679	ED 021 096	VT 006 007	*ED 032 434
VT 004 491	ED 017 708	VT 005 680	ED 021 097	VT 006 009	*ED 032 434
VT 004 677	*ED 042 931	VT 005 681	ED 021 098	VT 006 029	*ED 032 434
VT 004 715	*ED 022 971	VT 005 682	ED 021 099	VT 006 030	*ED 032 434
VT 004 772	*ED 037 585	VT 005 683	ED 021 100	VT 006 031	*ED 032 434
VT 004 773	*ED 034 074	VT 005 684	ED 021 101	VT 006 032	*ED 032 434
VT 004 774	*ED 022 971	VT 005 685	ED 021 102	VT 006 033	*ED 032 434
VT 004 775	*ED 022 971	VT 005 686	ED 021 103	VT 006 034	*ED 032 434
VT 004 794	*ED 032 434	VT 005 687	ED 021 104	VT 006 035	*ED 032 434
VT 004 795	*ED 030 770	VT 005 688	ED 021 105	VT 006 036	*ED 032 434
VT 004 844	ED 017 725	VT 005 689	ED 021 106	VT 006 037	*ED 032 434
VT 005 137	*ED 022 971	VT 005 690	ED 021 107	VT 006 038	*ED 032 434
VT 005 138	*ED 022 971	VT 005 691	ED 021 108	VT 006 039	*ED 032 434
VT 005 139	*ED 022 971	VT 005 692	ED 021 109	VT 006 040	*ED 032 434
VT 005 140	*ED 022 971	VT 005 693	ED 021 110	VT 006 041	*ED 032 434
VT 005 141	*ED 022 971	VT 005 694	ED 021 111	VT 006 042	*ED 032 434
VT 005 142	*ED 022 971	VT 005 695	ED 021 112	VT 006 043	*ED 032 434
VT 005 177	*ED 030 770	VT 005 696	ED 021 113	VT 006 044	*ED 032 434
VT 005 180	*ED 022 971	VT 005 697	ED 021 114	VT 006 045	*ED 032 434
VT 005 181	*ED 022 971	VT 005 698	ED 021 115	VT 006 046	*ED 032 434
VT 005 182	*ED 022 971	VT 005 699	ED 021 116	VT 006 047	*ED 032 434
VT 005 459	*ED 022 971	VT 005 700	ED 021 117	VT 006 169	*ED 032 434
VT 005 488	*ED 030 770	VT 005 701	ED 021 118	VT 006 179	*ED 030 770
VT 005 489	*ED 028 305	VT 005 702	ED 021 119	VT 006 180	*ED 030 770
VT 005 507	ED 021 065	VT 005 703	ED 021 120	VT 006 226	*ED 030 770
VT 005 509	*ED 028 305	VT 005 704	ED 021 121	VT 006 233	*ED 032 434
VT 005 541	*ED 028 305	VT 005 705	ED 021 122	VT 006 292	ED 025 613
VT 005 554	*ED 030 770	VT 005 706	ED 021 123	VT 006 293	ED 025 614
VT 005 579	*ED 034 074	VT 005 707	ED 021 124	VT 006 316	ED 027 377
VT 005 588	*ED 032 434	VT 005 708	ED 021 125	VT 006 395	*ED 032 434
VT 005 617	*ED 037 585	VT 005 709	ED 021 126	VT 006 973	*ED 030 770
VT 005 655	ED 021 072	VT 005 736	*ED 028 305	VT 006 974	*ED 030 770
VT 005 656	ED 021 073	VT 005 846	*ED 028 305	VT 007 139	*ED 030 770
VT 005 657	ED 021 074	VT 005 865	*ED 028 305	VT 007 144	*ED 030 770
VT 005 658	ED 021 075	VT 005 866	*ED 030 770	VT 007 177	*ED 030 770
VT 005 659	ED 021 076	VT 005 875	*ED 032 434	VT 007 178	*ED 030 770
VT 005 660	ED 021 077	VT 005 876	*ED 032 434	VT 007 179	*ED 030 770
VT 005 661	ED 021 078	VT 005 877	*ED 032 434	VT 007 248	ED 023 912
VT 005 662	ED 021 079	VT 005 878	*ED 032 434	VT 007 257	*ED 030 770

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VT 007 289	*ED 032 434
VT 007 333	*ED 030 770
VT 007 355	*ED 030 770
VT 007 390	*ED 037 585
VT 007 391	*ED 037 585
VT 007 392	*ED 037 585
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VT 007 947	*ED 032 434
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VT 007 974	*ED 032 434
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VT 008 136	*ED 037 585
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VT 008 271	*ED 034 074
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VT 008 425	*ED 049 382
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VT 009 284	*ED 037 585
VT 009 289	*ED 037 585
VT 009 305	*ED 034 074
VT 009 343	*ED 037 585
VT 009 344	*ED 037 585
VT 009 362	*ED 037 585

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VT 009 367	*ED 037 585	VT 009 742	*ED 041 177	VT 010 216	*ED 045 856
VT 009 368	*ED 037 585	VT 009 743	*ED 041 177	VT 010 217	*ED 045 856
VT 009 369	*ED 037 585	VT 009 744	*ED 041 177	VT 010 218	*ED 049 382
VT 009 370	*ED 037 585	VT 009 745	*ED 041 177	VT 010 219	*ED 045 856
VT 009 371	*ED 037 585	VT 009 746	*ED 041 177	VT 010 220	*ED 042 931
VT 009 372	*ED 037 585	VT 009 747	*ED 041 177	VT 010 221	*ED 042 931
VT 009 373	*ED 037 585	VT 009 756	*ED 041 177	VT 010 222	*ED 042 931
VT 009 374	*ED 037 585	VT 009 789	ED 034 067	VT 010 223	*ED 045 856
VT 009 375	*ED 037 585	VT 009 848	*ED 042 931	VT 010 224	*ED 042 931
VT 009 376	*ED 037 585	VT 009 854	*ED 041 177	VT 010 225	*ED 042 931
VT 009 377	*ED 037 585	VT 009 869	*ED 041 177	VT 010 226	*ED 042 931
VT 009 378	*ED 037 585	VT 009 890	*ED 041 177	VT 010 227	*ED 042 931
VT 009 379	*ED 037 585	VT 009 900	*ED 041 177	VT 010 234	*ED 042 931
VT 009 380	*ED 037 585	VT 009 966	*ED 041 177	VT 010 235	*ED 045 856
VT 009 413	*ED 037 585	VT 009 969	*ED 042 931	VT 010 236	*ED 042 931
VT 009 415	*ED 037 585	VT 009 973	*ED 045 856	VT 010 253	*ED 045 856
VT 009 590	ED 034 037	VT 009 974	*ED 045 856	VT 010 326	ED 038 503
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VT 009 615	*ED 037 585	VT 009 976	*ED 045 856	VT 010 347	*ED 049 382
VT 009 616	*ED 037 585	VT 009 996	*ED 045 856	VT 010 348	*ED 049 382
VT 009 617	*ED 037 585	VT 009 997	*ED 042 931	VT 010 350	*ED 045 856
VT 009 671	*ED 041 177	VT 010 012	*ED 045 856	VT 010 351	*ED 049 382
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VT 009 675	*ED 041 177	VT 010 014	*ED 045 856	VT 010 353	*ED 049 382
VT 009 692	*ED 041 177	VT 010 015	*ED 045 856	VT 010 354	*ED 049 382
VT 009 693	*ED 041 177	VT 010 016	*ED 042 931	VT 010 355	*ED 049 382
VT 009 707	*ED 041 177	VT 010 018	*ED 042 931	VT 010 356	*ED 049 382
VT 009 708	*ED 041 177	VT 010 019	*ED 041 177	VT 010 379	*ED 042 931
VT 009 709	*ED 041 177	VT 010 024	*ED 045 856	VT 010 389	*ED 042 931
VT 009 710	*ED 041 177	VT 010 025	*ED 045 856	VT 010 390	*ED 042 931
VT 009 711	*ED 041 177	VT 010 026	*ED 045 856	VT 010 429	*ED 042 931
VT 009 718	*ED 041 177	VT 010 054	*ED 045 856	VT 010 457	*ED 045 856
VT 009 719	*ED 041 177	VT 010 063	*ED 042 931	VT 010 469	*ED 042 931
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VT 009 731	*ED 041 177	VT 010 123	*ED 042 931	VT 010 576	*ED 049 382
VT 009 732	*ED 041 177	VT 010 139	ED 035 747	VT 010 577	*ED 049 382
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VT 009 737	*ED 041 177	VT 010 152	ED 035 753	VT 010 593	*ED 049 382
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VT 009 739	*ED 041 177	VT 010 201	*ED 045 956	VT 010 607	ED 037 572
VT 009 740	*ED 041 177	VT 010 214	*ED 042 931	VT 010 612	*ED 049 382

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